



## Mississippi Valley Workforce Development Board

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### **Operations Committee Meeting**

Wednesday, July 12, 2023, at 4:00 p.m. via Zoom

**Members Present:** Matthew Nicol, Kirby Phillips, Scott Schneider, Tim Gobble, Tim Snyder, and Nick Flogel

**Members Absent:** None

**CEOs Present:** Jean Dickson

**Staff Present:** Miranda Swafford, Executive Director, Andrea Taylor, Strategic Partnership Specialist, and Mandy Tripp, Compliance Officer

**Service Provider Staff Present:** Cherisa Price-Wells, Regional Director, Kendra Schaapveld, Project Director; Tabytha Seigfried, Quality Assurance Specialist; Taylor Longstreth, Operations Manager; Shannon Weaver, Operations Manager

**One-Stop Operator:** Nick Clayton

**Guest:** None

*\*Items Requiring a Vote, \*\* Items Requiring a Roll Call Vote*

### **CALLED TO ORDER**

Nicol called the meeting to order at 4:00 p.m.

### **QUORUM**

The committee had a quorum to conduct business.

### **\*CONSENT AGENDA**

The consent agenda included approval of the agenda and approval of previous meeting minutes. Schneider made a motion to approve the consent agenda, seconded by Gobble, motion carried.

## **STANDING REPORTS**

### **ONE-STOP OPERATOR REPORT**

Clayton reviewed the numbers for June. Facebook's total reach in Davenport was 6,040 and Burlington's Facebook total reach was 6,172 which appears to be due to a change on Facebook to force business pages to use Meta Suite. Customer Satisfaction was 80%, however, it was a lot of frustration with the system. Davenport and Burlington both started providing in-person basic computer skills workshops in June which have continued to see an increase in attendance.

### **ADULT/DW/RR REPORT**

Schaapveld reported they received a WARN notice for Lutheran Services in Iowa for a contract ending for family center services which will impact 64 employees, services were provided onsite and virtually. David's Bridal has not been responsive locally to provide any services. There have been 6 Adult enrollments and 1 Dislocated Worker with the caseload currently at 68 active and

113 follow-ups Dislocated Worker currently has 96 active with 64 follow-up. There was 1 OST, 5 WBL and there was a 93.96% customer satisfaction rate. Outcomes- 14 credentials, 15 unsubsidized employment, 13 measurable skills gains, 7 WBL started and one adult transitional job completed. Schaapveld advised they are working to implement virtual reality into adult work-based learning. Schaapveld advised in her summary that all deliverables were achieved at 100% or higher for PY22.

### **TITLE III**

Snyder advised most of the services provided out of both centers for Title III are unemployment focused and make referrals for other services when appropriate. There was discussion on what large employers may be bringing competitive jobs into the areas and how they are changing the hiring bonuses to incentivize choosing one company over another, making it a job seekers market. Unemployment data for May was included in the packet.

### **\*LAPTOP CHECKOUT POLICY**

Swafford presented the policy advising it was a modification to add that criminal charges could be added if a laptop is not returned, after much discussion Nicol and Phillips were not comfortable with the criminal charges language. Price-Wells advised she would look into Equus/Bright Springs policies to see what flexibility they had in using software on the computer to make it unusable if not returned. Schneider advised he has a laptop checkout policy that is used by EICC that he will share for more information. Phillips made a motion to table the topic until the next meeting when more information could be provided, seconded by Schneider, and the motion carried.

### **OTHER BUSINESS**

There was no other business.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURNED**

Flogel made a motion to adjourn, seconded by Phillips and the motion carried. Nicol adjourned the meeting at 4:51 p.m.