



Mississippi Valley Workforce Development Board

Quarterly Board Meeting Minutes August 23, 2021

The regular meeting of the Mississippi Valley Workforce Development Board (MVWDB) was held on August 23, 2021 at 5:00 p.m. via Zoom conferencing.

CALL TO ORDER

Duke called the meeting to order at 5:00 p.m.

ATTENDEES

Board Members Present: Dennis Duke, Kirby Phillips, Carrie Nudd, Nicolas Hockenberry, Jacob Nye, Joni Dittmer, Matthew Nicol, Lori Bassow, Cory Bergfeld, Jeremy Ritchie, Martha Bell, Joyce Stimpson, Ryan Drew, Heather Halbrook, Regina Matheson, and Patrick Stock

Board Members Absent: Bob Bartles, Ron Schaefer, and Cynthia Whalen

CEO Present: Jack Willey, Brinson Kinzer, Brad Quigley, and Rick Larkin

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

Contractor Staff: Cherisa Price-Wells (Regional Project Director), Kendra Schaapveld, (Project Director), Shannon Weaver (Operations Supervisor), and Robert Ryan (Quality Assurance Specialist)

Guests: Victoria Nash and Molly Engle

QUORUM

A quorum was established for the board.

EXCUSED ABSENCES

Nye made a motion to approve Bartles, Schaefer, and Whalen absences, seconded by Hockenberry, motion carried. No unexcused absences.

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Drew made a motion to approve the previous meeting minutes, seconded by Dittmer, motion carried.

SUCCESS STORY

A Title I Adult participant shared her story and the barriers she faced to achieve her goals. The Adult program has assisted her to overcome those barriers, complete her Associate Degree, and find gainful employment which led to her graduating off of SSDI, Section 8 housing, SNAP, and medical insurance assistance programs.

MEMBER SPOTLIGHT

Phillips was the member spotlight for August. sHe shared information about her background, family, hobbies, and why she served on the board.

STANDING COMMITTEE REPORTS

EXECUTIVE COMMITTEE

Duke reviewed the report provided in the packet highlighting completion of the MOUs, inventory, and local plan as well as the next in-person board training taking place Dec 2 at the Isle Conference Center.

FINANCE COMMITTEE

Bassow reviewed the report provided in the meeting packet that for Program Year 2022, including carryover, the budget would be \$4,358,723.18. Monitoring of the Fiscal Agent was concluded with no findings. Swafford included the approved Admin, Title I Provider, and Fiscal Agent budgets in the meeting packet.

OPERATIONS COMMITTEE

Nicol reported the Operations committee summary from their Aug 19th meeting which included discussion of locations for Title I and Title III outreach locations, Future Ready Iowa Goal (70%) and progress (60%), Scott Counties designation as Home Base Iowa and the eight employer hiring events.

YOUTH COMMITTEE

Nye reviewed the Youth committee report included in the meeting packet highlighting the social media campaign reaching over 35,000 users, addition of a youth outreach specialist position, and approval of the Laptop Check Out Policy and Follow Up Policy. Nicol asked if the social media campaign goal was for an actionable item or just awareness. Schaapveld said it was an awareness campaign. Dittmer made a motion to approve the Follow Up Policy as presented, seconded by Hockenberry, motion carried.

CORE PARTNER REPORTS

TITLE I EQUUS ADULT/DW/YOUTH

Schaapveld provided year one report for all programs. A total of 96 ITA's were written for a total of \$215,935, \$45,475.15 was spent on work experience, and \$70,383 on support services. There were 494 Adult referrals, and 112 Youth referrals, with 173 Adult/DW enrollments and 47 Youth enrollments. She reviewed business services and reported a hiring event is scheduled nearly every day through the end of September. Exits are being hand-tracked for next year in review reporting.

Brief discussion over what are employers reporting as their major issue with the response being just for people to show up. As well as speculation regarding what individuals are doing to survive and if we can address those to help get people back into the workforce.

TITLE II AEL

Bel reported on the Title II AEL program for both SCC and EICC for Q4 PY21. For EICC there was a total of 379 for ABE, 194 in HSE, 75 in ESL, and 199 have graduated. SCC had 264 in ABE, 61 in HSE, 14 in ESL, and 46 that have graduated.

IOWAWORKS/TITLE III

Ritchie provided a report included in the packet that had county unemployment rates, employment patterns, and average weekly wages for the 4th quarter ending June 30. Ritchie shared Wagner Peyser enrollments for last 30-days from 8/4/21 with 50 at Burlington and 82 at Davenport along with a couple of success stories and Scott County's designation with Home Base Iowa.

TITLE IV VR

Whalen absent the report is in the packet. If anyone has any questions regarding the information in the report they can reach out to Miranda Swafford or Cynthia Whalen.

NEW BUSINESS

ONE STOP OPERATOR COMMITTEE RECOMMENDATION

Mississippi Valley Workforce Area

Hockenberry reports on the finding of the committee. Two proposals, In The Door and Equus Workforce Solutions, were received and graded by each committee member using a rubric provided in the request for proposal. The scores from the committee members were averaged to compute a final score for each proposal. Discussion of pros/cons and overall score resulted in the committee unanimously agreeing on the Equus proposal to be presented to the board for approval with the addition of language to require any complaints received by the OSO against the Title I program, or provider, be directed to the board. Nicol made the motion to move forward with the OSO Committee recommendation to award the contract to Equus, seconded by Phillips, motion carried.

PUBLIC INPUT ON LOCAL PLAN

Swafford reported the board input received thus far had been incorporated into the local plan. The board could use this time to make recommendations. Hearing none, the local plan would be made available for public comment for 30 days after the board's approval.

LOCAL PLAN APPROVAL

Stimpson made a motion to approve the local plan as presented, seconded by Hockenberry, motion carried.

EDA GRANT OPPORTUNITY

Hockenberry reported on the Good Jobs Challenge grant opportunity focused on regional efforts with Swafford describing the three stages for system development, program design, and program implementation. Proposals are due Jan 26, 2022. Swafford requested an introduction with Kelly from the EDA's Council of Government who could help as either contractor to write the grant or provide technical assistance to review and advise our grant application. Willey and Duke both felt it would be worthwhile to pursue the application.

OTHER BUSINESS

Irwin asked about IWD's requesting employers to report if interviewees or employees do not show up. They are asking for reports of employees who do not show up for their start day or if they do not return if recalled from a layoff. This is so they can note their employment file as both are disqualifiers for unemployment compensation.

PUBLIC COMMENT

There were no public comments.

ADJOURNMENT

Drew made a motion to adjourn the meeting, seconded by Nicol, motion carried. Duke adjourned the meeting at 6:35 p.m.