



# Mississippi Valley Workforce Development Board

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## **Youth Committee Meeting**

Monday, July 11, 2022, at 5:00 p.m., via Zoom

**Members Present:** Jacob Nye, Heather Halbrook, Regina Matheson, Carol Reynolds, Patrick Stock, Ron Schaefer, and Andy Sokolovich

**Members Absent:** Rebecca Ruberg

**Staff Present:** Miranda Swafford, Executive Director, Elizabeth Rodriguez, Associate Director, and Phyllis Wood, Executive Assistant

**CEO Present:** Shane McCampbell

**Equus Staff:** Shannon Weaver, Operations Supervisor, Taylor Longstreth, Operations Supervisor, Tabytha Seigfried, Quality Assurance Specialist, Brett Schwoebel, Youth Career Planner

**One-stop Operator:** Robert Ryan

### **CALLED TO ORDER**

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

### **QUORUM**

There was a quorum to conduct business.

### **EXCUSED ABSENCES**

Matheson made a motion to approve Ruberg absence, seconded by Sokolovich, the motion carried.

### **APPROVAL OF AGENDA**

Stock made a motion to accept the agenda, seconded by Matheson, the motion carried.

### **APPROVAL OF MINUTES**

Sokolovich made a motion to approve the previous meeting minutes, seconded by Reynolds, the motion carried.

### **\*STIPEND AND INCENTIVE POLICY**

Weaver explained incentives are to incentivize performance outcomes measures. Rodriguez added these are being reviewed in part to ensure our policies stay relevant. Weaver stated the amounts are at least the same as they were in 2015. Ryan added the current level amounts were at this level in 2001. These incentives impact our United States Department of Labor performance outcomes. Halbrook asked if there is a maximum in the program. Weaver said no, there is not at this time as these stipends and incentives are separate from the support services offered which does have cap. Halbrook would like to see these added up to use as a marketing tool for the program. Weaver agreed, minus the attendance as they want to ensure the youth are enrolling with employment as their goal. Nye asked what the support services policy limit was for maximum benefit. Weaver said she believed it was \$6,000.

Nye suggested the basic skills/benchmark goal may be low. Sokolovich stated the incentive for achievement of skills/benchmark goal should be raised to \$300. Nye and Sokolovich both suggested \$250 each quarter and \$250 for if they had both quarters for the incentive amount for employment second quarter after exit and fourth quarter after exit. Nye asked about the maximum on the FEO credits. Weaver said they have never had anyone meet it. Matheson made a motion to approve as presented in the packet and as modified by the discussed, seconded by Sokolovich, the motion carried.

#### **\*VIRTUAL REALITY WORK EXPERIENCE PLAN**

Swafford stated the plan was the same as last month but includes technical support and reporting criteria. Swafford created the materials in the packet to justify the expense. Sokolovich asked if there are any pictures. Weaver would check to see what they have and what they can share. Swafford offered that they could write up something to share with partners and community partners. Sokolovich motioned to approve the plan as presented, seconded by Matheson, the motion carried.

#### **EQUUS JUNE REPORT**

Swafford prefaced that the Iowa*WORKS* system has been down since before the end of June so all the numbers for the program report could not be pulled. Weaver reported on June program numbers. There were 273 contacts with participants, with just \$361 spent on WEX wages, \$4,950 written for ITA's, and \$5,154 on support services. There were 0 In-School Youth and 9 Out-of-School Youth enrollments during June. The average caseload size was not able to be reported this month due to the system issues. Legacy in Action customer satisfaction survey was at 95.5%. Challenges include scheduling for TABE testing and slow responses from employers.

#### **OTHER BUSINESS**

Wood presented the results of the poll for the location of in-person meeting being Burlington. The location for the meeting will be Jacob Nye's facility and will include a tour of their registered apprenticeship program.

#### **PUBLIC COMMENT**

There was no public comment.

#### **ADJOURN**

Matheson made a motion to adjourn, seconded by Reynolds, the motion carried. Nye adjourned the meeting at 5:46p.m.