



## Mississippi Valley Workforce Development Board

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### **Youth Committee Meeting Minutes**

Monday, June 12, at 5:00 p.m., via Zoom

**Members Present:** Jacob Nye, Rebecca Ruberg, Regina Matheson, Heather Halbrook, Carol Reynolds

**Members Absent:** Andy Sokolovich

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

**CEO Present:** None

**Equus Staff:** Cherisa Price-Wells, Equus Regional Director, Kendra Schaapveld, Title One Director, Shannon Weaver, Title One Operations Manager, and Tabytha Seigfried, Quality Assurance

**One-stop Operator:** Nick Clayton

### **CALLED TO ORDER**

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

### **QUORUM**

There was a quorum to conduct business.

### **EXCUSED ABSENCES**

Ruberg made a motion to excuse Sokolovich's absence, seconded by Matheson and the motion carried.

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES**

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

### **EQUUS MAY YOUTH REPORT**

Schaapveld reported 7 out-of-school youth enrollments and 5 in-school youth enrollments for May and 1 entered into Occupational Skills Training. 36 stipends and 20 incentives were paid out in May.

Schaapveld also reported outcomes for May: 1 CNA, 3 High School Diplomas, 4 measurable skill gains, 1 CDL, 2 ISY OJTs, and 2 unsubsidized employments. The customer satisfaction survey was 93.96% in May. Schaapveld presented two participant highlights.

### **VIRTUAL REALITY METRICS REPORT**

Schaapveld stated they had 1 unique user this month and it was an odd month. They had no one show up at the VR event in Muscatine.

### **\*PY23 GOALS**

Swafford presented the PY23 Goals that she worked on with Price-Wells the prior week. Nye asked if we could raise the work experience expenditure requirement. Swafford advised yes, it is currently at the federal minimum requirement of 20%. Schaapveld agreed it would be ideal to hit a higher number and with some other shifts in goals that may be possible. All committee members present voiced the opinion to want a quality over quantity mindset when it comes to enrollment. Swafford asked if they wanted to identify a quarterly sector strategy, but no final determination was made. Matheson made a motion to accept the goals as proposed, seconded by Reynolds, and the motion carried.

### **PY23 FUNDING PRIORITIES**

Swafford advised we do not have the final allocations yet from IWD. There was discussion on waiting until after the Job Quality Academy and Workforce Communities of Action to see what types of ideas come out of those events. Nye said he would like to see more apprenticeships added in any/all sectors. Reynolds added that working with DOL and State took 9 months to get an apprenticeship going at Kent. Any ideas should be sent to Swafford via email soon.

### **COMMITTEE MEMBERSHIP REVIEW**

Taylor reviewed the committee members and that everyone had advised her they would prefer to stay on the committee unless they were needed to serve on a different one to help out.

### **\*COMMITTEE CHAIR/VICE ELECTIONS**

Ruberg made a motion to keep Nye as the chairman of the youth committee, Matheson seconded, and the motion was carried. Matheson made a motion to keep Ruberg as the vice chair and Reynolds seconded, and the motion carried. They all agree to move the meetings to 4 p.m. on the 2<sup>nd</sup> Monday of every month for PY23.

### **Q3 PERFORMANCE**

Swafford presented the performance data. Weaver expanded upon our current data advising they were entering Measurable Skill Gains today in the office, which will at least help in Q4. Weaver was frustrated by the way the system pulls the wage information since we were \$4 shy of hitting that performance measure.

### **OTHER BUSINESS**

Swafford advised the operations committee is testing out a new format of reporting the data and if that works she may bring it to the youth committee as well. Any other suggestions on format should be sent to Miranda.

### **PUBLIC COMMENT**

There was no public comment.

### **ADJOURN**

Reynolds made a motion to adjourn, seconded by Matheson and the motion carried. Nye adjourned the meeting at 6:14 p.m.