Central Iowa Workforce Development Board
Central Iowa CEO Board
JOINT QUARTERLY BOARD MEETING
Thursday, February 11, 2021 – 7:30 a.m. to 9:30 a.m.
Zoom Meeting

CENTRAL IOWA
WORKFORCE
DEVELOPMENT BOARD

MINUTES

Agenda Item	Person Responsible	Status
Welcome and Call to Order	Steve Van Oort/ T Waldmann-Williams	I
CEO Attendance: Doug Cupples, Mark Hanson, Darren Heater, Lisa Heddens, Kisha Jahner, Steve Van Oort, Heather Stancil, Bill Zinnel. CIWDB Attendance: Sara Bath, Pat Brown, Rob Denson, Tom Hayes, Amy Landas, Tom Leners, Paula Martinez, Larry McBurney, Robin Pfalzgraf Michelle Rich, Stacy Sime, Eric Sundermeyer, Sailu Timbo, Scott Turczynski, Teri Vos, Jeff Vroman, T Waldmann-Williams, Pat Wells. CIWDB Absent: Marcanne Lynch, Robert O'Brien. Board Support: Heather Garcia, Johnna Forbes, Taylor Williams. Guests: Mark Cooper, Cheryl Johnson, Rachelle Scott-Oakley, Jodi Spargur-Tate, Brianna Steirer.		

1. Consent Agenda
 	
 Central Iowa CEO Board
 • February 11, 2021 Agenda
 • November 13, 2020 Minutes
 • Welcome New CEOs
  o Story County – Lisa Heddens
  o Madison County – Heather Stancil
  o Warren County – Darren Heater
 	
 CIWDB
 • February 11, 2021 Agenda
 • November 13, 2020 Meeting Minutes
	Steve Van Oort
	
	 T Waldmann-Williams
		CEO: I/D/A
		
		 CIWDB: I/D/A

CEO Board: **Motion** by Kisha Jahner, **second** by Bill Zinnel to approve the February 11, 2021 Agenda and the November 13, 2020 Minutes. **Ayes:** All. **Motion carried.** CIWDB: **Motion** by Paula Martinez, **second** by Rob Denson to approve the February 11, 2021 Agenda and the November 13, 2020 Minutes. **Ayes:** All. **Motion carried.**		
New Business and Committee Reports		
2. Nominations and Elections • CIWDB Chair • CIWDB Vice Chair	All	CIWDB: I/D/A I/D/A

• Disability Access Committee Chair • Youth Committee Chair • Finance Committee Chair • Planning and Operations Committee Chair • CEO Review of CIWDB Elections • Nomination and Election: CLEO			I/D/A I/D/A I/D/A I/D/A CEO: I/D/A I/D/A

CIWDB:
Nominations opened and closed.
Motion by Rob Denson, **second** by Pat Wells to approve/confirm the following Executive Officer positions:
CIWDB Chair: T Waldmann-Williams
CIWDB Co-Chair: Pat Brown
Disability Access Chair: Leslie McCarthy
Youth Committee Chair: Paula Martinez
Finance Committee Chair: Stacy Sime
Planning and Operations Chair: Larry McBurney
Ayes: All. **Motion carried.**

CEO Board:
Motion by Mark Hanson, **second** by Kisha Jahner to confirm the local board selection for leadership. **Ayes:** All.
Motion carried.

CEO Board:
Motion by Mark Hanson, **second** by Bill Zinnel to have Steve Van Oort continue as CLEO for the Central Iowa CEO Board. **Ayes:** All. **Motion carried.**

3. Executive Committee • Ticket to Work Funds o Motion Statement: Executive Committee Actions and Recommendations o Fiscal Agent Transition to Polk County Auditor • Central Iowa Monitoring Update	T Waldmann-Williams Stacy, Heather		CIWDB: I/D/A I/D/A I/D

CIWDB:
Motion by Paula Martinez, **second** by Michelle Rich to confirm the Executive Committee's decision to approve CFI's requests of $11,264 and $83,469 to fund Title I staff to begin work prior to January 1 and to hire an Employment Network Coordinator. **Ayes:** All. **Motion carried.**

CIWDB:
Motion by Paula Martinez, **second** by Pat Wells to transition the Ticket to Work funds to the Polk County Auditor. **Ayes:** All. **Motion carried.**

4. Customer Service Plan • Develop Customer Service Plan Advisory Group – call for 3 volunteers	All		CIWDB: I/D/A

CIWDB:
Motion by Pat Wells, **second** by Stacy Sime to approve Michelle Rich, Tom Leners and Amy Landas as the Advisory Group to develop the Customer Service Plan. **Ayes:** All. **Motion carried.**

Mission – To build a quality workforce for today and tomorrow.

5. Finance Committee
• Review of the Finance Reports
   ○ Children and Families of Iowa Financial Report
   ○ CIWDB Financial Report
   ○ Ticket to Work Financial Report
   ○ IES Financial Report
	Stacy Sime
	
	Jodi Spargur-Tate
	Heather Garcia
	Heather Garcia
	Heather Garcia
		CIWDB:
		I/D

6. Planning and Operations Committee • CIWDB Committee Summaries • CIWDB Committee Membership and Vacancies • Action Consideration: ○ Require Committee Participation with Board Membership	Larry McBurney	CIWDB: I/D/A I/D I/D I/D/A

CIWDB:
Motion by Stacy Sime, **second** by Rob Denson to accept the CIWDB Committee Summaries as presented with the understanding the this is a living document. **Ayes:** All. **Motion carried.**

CIWDB:
Motion by Paula Martinez, **second** by Amy Landas require committee participation with board membership within 3 months of attending first full board meeting. **Ayes:** All. **Motion carried.**

7. Youth Committee	Paula Martinez	I/D
8. Disability Access Committee	Leslie McCarthy	I/D
9. CEO Board	Steve Van Oort	I/D
10. Core Partner Updates • Title I Adult/Dislocated Worker • Title I Youth and Young Adult • Title II Adult Education and Family Literacy • Title III Wagner-Peyser • Title IV Vocational Rehabilitation	Jodi Spargur-Tate Jodi Spargur-Tate Eric Sundermeyer Sara Bath Ashley West	I/D I/D I/D I/D I/D
11. Announcements	All	
12. Adjournment	Steve Van Oort T Waldmann-Williams	CEO I/D/A CIWDB I/D/A

CEO Board:
Motion by Kisha Jahner, **second** by Bill Zinnel to adjourn the meeting. **Ayes:** All. **Motion carried.**

CIWDB:
Motion by Paula Martinez, **second** by Larry McBurney to adjourn the meeting. **Ayes:** All. **Motion carried.**

Meeting Adjournment: 9:31 a.m.

Minutes completed by Johnna Forbes (Board Support)

Next Meeting: May 13, 2021 (7:30 – 9:30 a.m.)

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