# East Central Iowa Workforce Development Board East Central Iowa CEO Board

JOINT QUARTERLY BOARD MEETING

Thursday, May 27, 2021 (10:00 – 12:00 p.m. via Zoom)

## **MINUTES**

Agenda Item	Person Responsible	Status
Welcome and Call to Order	Bob Yoder	1
<ul> <li>Introduction of Members and Guests</li> </ul>	Patty Manuel	1

#### Attendance:

#### **ECIWDB:**

**Present:** Ashley Ferguson, Joseph Linn, Patrick Lyons, Patty Manuel, Rick Moyle, Julie Perez, Terry Rhinehart, Stefanie Rupert, Deborah Stradt Craig, Aaron-Marie Thoms.

**Absent:** Jasmine Almoayyed, Kimberly Becicka, Chris Carr, Jenna Garnder, Rhonda Griffin, Holly Mateer, Scott Mather, Mike McCullough, Mike Sadler II.

**East Central CEOs:** Failed to achieve quorum.

Present: Jon Bell

Absent: Gary Bierschenk, Pat Heiden, Joe Oswald, Ben Rogers, Alan Schumacher, Bob Yoder.

**Guests:** Carla Andorf, Jennifer Perkins, Carlos Vega.

**Board Support:** Heather Garcia, Johnna Forbes.

1. Consent Agenda		
East Central Iowa CEO	Bob Yoder	CEO:
<ul> <li>May 27, 2021 Agenda</li> </ul>		I/D/A
December 3, 2020 Minutes		
<u>ECIWDB</u>		ECIWDB:
<ul> <li>May 27, 2021 Agenda</li> </ul>	Patty Manuel	I/D/A
February 25, 2021 Minutes		

## **ECIWDB:**

**Motion** by Julie Perez, **second** by Pat Lyons to approve the 5/27/2021 Agenda and 2/25/2021 Minutes. **Ayes:** All. **Motion carried.** 

#### East Central Iowa CEO: No Action.

2. Nominations and Elections	Bob Yoder	CEO:
East Central Iowa CLEO		I/D/A
East Central Iowa Vice CLEO		I/D/A
East Central Iowa CEO: No Action.		
3. Call for Program Policy Reviewers (3 Volunteers)	All	ECIWDB:
		1/D/A

**Motion** by Julie Perez, **second** by Ashley Ferguson to accept the following volunteers as Policy Reviewers for the ECIWDB. **Ayes:** All. **Motion carried.** 

Stefanie Rupert

❖ Pat Lyons		
❖ Aaron-Marie Thoms		
4. Local Monitoring Policies	Patty Manuel	ECIWDB:
	Heather Garcia	I/D/A

**Motion** by Pat Lyons, **second** by Stefanie Rupert to accept the local monitoring policies as presented. **Ayes:** All. **Motion carried.** 

Motion carried.			
5. Contracts Ending 6/30/2021			
	ne Adult/Dislocated Worker Service wood Community College through	Patty Manuel	ECIWDB: I/D/A
Consider action to extend the	ne One-Stop Operator Agreement Partner Consortium (ECICPC) through		I/D/A
, ,	the Fiscal Agent Agreement with 30/2022.		I/D/A
	tion regarding the ECIWDB rvice Provider Contract, One-Stop scal Agent Agreement actions.	Bob Yoder	CEO: I/D/A

#### **ECIWDB:**

The following left the meeting prior to the next agenda item – Adult/Dislocated Worker Provider Contract: Carla Andorf and Jennifer Perkins.

**Motion** by Stefanie Rupert, second by Julie Perez to extend the Adult/Dislocated Worker Service Provider Contract with Kirkwood Community College through 6/30/2022. Ayes: All. Motion carried. *Terry Rhinehart abstained*.

The following left the meeting prior to the next agenda item — One-Stop Operator Contract: Carla Andorf, Terry Rhinehart, Carlos Vega.

**Motion** by Stefanie Rupert, **second** by Julie Perez to extend the One-Stop Operator Agreement with East Central lowa Core Partner Consortium (ECICPC) through 6/30/2022. **Ayes:** All. **Motion carried.** 

**Motion** by Julie Perez, **second** by Ashley Ferguson to recommend to the East Central Iowa CEOs to continue the Fiscal Agent Agreement with Johnson County through 6/30/2022. **Ayes:** All. **Motion carried.** 

## East Central Iowa CEO: No Action.

6.	PY 2021/FY 2022 Draft ECIWDB Budget	Patty Manuel	ECIWDB:
	ECIWDB:	Heather Garcia	I/D/A
	<ul> <li>Review and possible action.</li> </ul>		
	East Central Iowa CEO Board:	Bob Yoder	CEO:
	<ul> <li>CEO review and possible action regarding the FY22 draft</li> </ul>		I/D/A
	budget		

#### **ECIWDB:**

**Motion** by Debbie Stradt Craig, **second** by Stefanie Rupert to approve the draft budget as presented. **Ayes:** All. **Motion carried.** 

East Central Iowa CEO: No Action.	

7. Executive Committee	Patty Manuel	<b>ECIWDB</b>
• Executive Committee recommendation to consider informal		I/D/A
procurement of board support services.		
The following left the meeting prior to the next agenda item:Heather Gar	cia, Johnna Forbes.	
Motion by Pat Lyons, second by Debbie Stradt Craig to approve Executive	e Committee recommendation	and move
forward with informal procurement of the board support services.	1	1
3. Local Plan Updates	Heather Garcia	I/D
s. Local Fiant Opulates	Core Partners	1/0
D. Disability Access Committee	Holly Mateer	I/D
o. Disability Access committee	Monica Brockway	1,0
10. Derecho Grant Update	Heather/Carla	I/D
11. COVID-19 Grant Update	Carla/Jen/Heather	I/D
12. One-Stop Operator (ECICPC)	ECICPC	ECIWDB
Progress Tracking May 2021	Ecici	I/D
<ul> <li>FY2022 Goal Tracking and Budget</li> </ul>		I/D
FY2021 Budget Adjustment Request		I/D/A
·		I/D
<ul> <li>Customer Survey Questions and Overview</li> </ul>		,
costs which may include outreach, supplies, other required items associa		•
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associa carried.</li> </ul>		ds job fair
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associa carried.</li> <li>13. Partner Updates</li> </ul>	ted with the job fair. <b>Ayes:</b> All.	rds job fair Motion
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates</li> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> </ul>		ds job fair
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> </ul> </li> </ul>	ted with the job fair. <b>Ayes:</b> All.	rds job fair Motion
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> </ul>	ted with the job fair. <b>Ayes:</b> All.  Carla Andorf/Jen Perkins	ds job fair Motion
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> <li>Adult Education/Literacy – Title II</li> </ul>	ted with the job fair. <b>Ayes:</b> All.	rds job fair Motion
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>Bartner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> <li>Adult Education/Literacy – Title II</li> <li>Title II Report</li> </ul>	ted with the job fair. <b>Ayes:</b> All.  Carla Andorf/Jen Perkins	ds job fair Motion
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> <li>Adult Education/Literacy – Title II</li> </ul>	ted with the job fair. <b>Ayes:</b> All.  Carla Andorf/Jen Perkins	ds job fair Motion
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> <li>Adult Education/Literacy – Title II</li> <li>Title II Report</li> <li>Wagner-Peyser – Title III</li> </ul>	Carla Andorf/Jen Perkins  Terry Rhinehart	I/D
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> <li>Adult Education/Literacy – Title II</li> <ul> <li>Title II Report</li> </ul> <li>Wagner-Peyser – Title III</li> <ul> <li>Updates</li> </ul> </ul>	Carla Andorf/Jen Perkins  Terry Rhinehart  Carlos Vega	ds job fair Motion  I/D  I/D
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>L3. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> <li>Adult Education/Literacy – Title II         <ul> <li>Title II Report</li> </ul> </li> <li>Wagner-Peyser – Title III         <ul> <li>Updates</li> <li>Unemployment Press Release</li> </ul> </li> <li>Vocational Rehabilitation – Title IV</li> </ul>	Carla Andorf/Jen Perkins  Terry Rhinehart  Carlos Vega Carlos/Heather	I/D I/D I/D
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> <li>Adult Education/Literacy – Title II         <ul> <li>Title II Report</li> </ul> </li> <li>Wagner-Peyser – Title III         <ul> <li>Updates</li> <li>Unemployment Press Release</li> </ul> </li> <li>Vocational Rehabilitation – Title IV</li> </ul>	Carla Andorf/Jen Perkins  Terry Rhinehart  Carlos Vega Carlos/Heather Holly Mateer	I/D I/D I/D I/D I/D
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> <li>Adult Education/Literacy – Title II</li> <li>Title II Report</li> <li>Wagner-Peyser – Title III</li> <li>Updates</li> <li>Unemployment Press Release</li> <li>Vocational Rehabilitation – Title IV</li> <li>14. Board Planning and Next Steps</li> <li>Statewide Local Board Training – June 11, 2021 (Ankeny)</li> <li>Statewide Local Board Training – June 11, 2021 (Ankeny)</li> <li>Adult Education – Title IV</li> <li>Magner-Peyser – Title IV</li> <li>Least Planning and Next Steps</li> <li>Statewide Local Board Training – June 11, 2021 (Ankeny)</li> <li>Motion of the estimated steps</li></ul></li></ul>	Carla Andorf/Jen Perkins  Terry Rhinehart  Carlos Vega Carlos/Heather Holly Mateer	I/D I/D I/D I/D I/D
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>L3. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> <li>Adult Education/Literacy – Title II</li> <li>Title II Report</li> <li>Wagner-Peyser – Title III</li> <li>Updates</li> <li>Unemployment Press Release</li> <li>Vocational Rehabilitation – Title IV</li> <li>L4. Board Planning and Next Steps</li> <li>Statewide Local Board Training – June 11, 2021 (Ankeny)</li> <li>L5. Announcements</li> <li>Motion of the estimated \$15 to approve the statement \$15 to approve the estimated \$15 to approve the e</li></ul></li></ul>	Carla Andorf/Jen Perkins  Terry Rhinehart  Carlos Vega Carlos/Heather Holly Mateer  Heather Garcia	I/D I/D I/D I/D I/D
Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.  13. Partner Updates	Carla Andorf/Jen Perkins  Terry Rhinehart  Carlos Vega Carlos/Heather Holly Mateer  Heather Garcia  All	I/D I/D I/D I/D I/D I/D I/D
<ul> <li>MOU Update</li> <li>Motion by Pat Lyons, second by Julie Perez to approve the estimated \$15 costs which may include outreach, supplies, other required items associal carried.</li> <li>13. Partner Updates         <ul> <li>Adult/Dislocated Worker, Youth/Young Adult – Title I</li> <li>Financial Report</li> <li>Special Programs Report</li> </ul> </li> <li>Adult Education/Literacy – Title II</li> <ul> <li>Title II Report</li> </ul> <li>Wagner-Peyser – Title III</li> <ul> <li>Updates</li> <li>Unemployment Press Release</li> <li>Vocational Rehabilitation – Title IV</li> </ul> <li>14. Board Planning and Next Steps</li> </ul>	Carla Andorf/Jen Perkins  Terry Rhinehart  Carlos Vega Carlos/Heather Holly Mateer  Heather Garcia  All	I/D

Next Meeting: August 26, 2021 (10:00 a.m. – 12:00 p.m.)

East Central Iowa CEO: No Action.