# **ECIWDB** and East Central Iowa CEOs

QUARTERLY BOARD MEETING Thursday, May 26, 2022 10:00 a.m. – 12:00 p.m.

### In-Person or via Zoom:

In-Person: Kirkwood Community College – Jones County Regional Center (Room 222)
220 Welter Drive, Monticello, IA

OR Zoom

#### **MINUTES**

Agonda Itam	Person	Ctatus
Agenda Item	Responsible	Status
Welcome and Call to Order	Bob Yoder	1
Introduction of Members and Guests	Stefanie Rupert	
1. Consent Agenda		
East Central CEOs	Bob Yoder	CEO:
<ul> <li>May 26, 2022 Agenda</li> </ul>		I/D/A
<ul> <li>Updated FY22 Budget with Transfer of Funds</li> </ul>		
<u>ECIWDB</u>	Stefanie Rupert	ECIWDB:
<ul> <li>May 26, 2022 Agenda</li> </ul>		I/D/A
February 24, 2022 Minutes		
<ul> <li>Updated FY22 Budget with Transfer of Funds</li> </ul>		

Stefanie Rupert called the meeting to order at 8:00 a.m.

East Central CEOs Attendance: Jon Bell, Pat Heiden, Joe Oswald, Alan Schumacher, Bob Yoder.

East Central Iowa CEOs Absent: Gary Bierschenk, Ben Rogers.

**ECIWDB Attendance:** Dustin Ashmore, Erica Bellach, Christopher Carr, Ashley Ferguson, Joseph Linn, Patrick Lyons, Holly Mateer, Scott Mather, Rick Moyle, Daniel Perez, Julie Perez, Terry Rhinehart, Stefanie Rupert, Mike Sadler II, Deborah Stradt Craig, Ana Stomp.

**ECIWDB Board Support:** Heather Garcia, Johnna Forbes, Taylor Williams.

Guests: Carla Andorf, Dan Grady, Jes Merino.

### East Central Iowa CEOs:

**Motion** by Jon Bell, **second** by Pat Heiden to approve the May 26, 2022 Agenda and the Updated FY22 Budget with Transfer of Funds. **Ayes:** All. **Motion carried.** 

### ECIWDB:

**Motion** by Julie Perez, **second** by Ashley Ferguson to approve the May 26, 2022 Agenda, February 24, 2022 Minutes and the Updated FY22 Budget with Transfer of Funds. **Ayes:** All. **Motion carried.** 

2. New Member Update	Heather Garcia	I/D
Daniel Perez		
Dustin Ashmore		

3.	One-Stop Operator (ECICPC)	ECICPC/	I/D
	OSO Report	Core Partners	
	Partner Updates		
4.	Consider Extensions for Contracts Ending 6/30/2022		
	<u>ECIWDB</u>	Stefanie Rupert	ECIWDB:
	<ul> <li>Title I Adult &amp; Dislocated Worker (Kirkwood Community College)</li> </ul>		I/D/A
	<ul> <li>Title I Youth &amp; Young Adult (Kirkwood Community College)</li> </ul>		
	One-Stop Operator (ECICPC)		
	o One-Stop Operator Proposed FY23 Goals		
	East Central Iowa CEOs:	Bob Yoder	CEO:
	<ul> <li>Possible Action to Affirm ECIWDB Actions Regarding Contracts</li> </ul>		I/D/A

### ECIWDB:

**Motion** by Julie Perez, **second** by Debbie Stradt Craig to extend the Title I Adult & Dislocated Worker Contract with Kirkwood Community College to 6/30/2023. **Ayes:** All. **Motion carried.** 

**Motion** by Debbie Stradt Craig, **second** by Mike Sadler II to extend the Title I Youth & Young Adult & Dislocated Contract with Kirkwood Community College to 6/30/2023. **Ayes:** All. **Motion carried.** 

**Motion** by Dustin Ashmore, **second** by Christopher Carr to extend the One-Stop Operator contract with ECICPC to 6/30/2023. **Ayes:** All. **Motion carried.** 

### East Central Iowa CEOs:

**Motion** by Jon Bell, **second** by Pat Heiden to affirm the ECIWDB actions regarding contracts. **Ayes:** All. **Motion** carried.

5.	Local Plan  ECIWDB  Local Plan – Consider Action to approve the ECIWDB Local Plan with revisions and submit to the State for approval.	Stefanie Rupert	ECIWDB: I/D/A
	<ul> <li>East Central Iowa CEOs:</li> <li>Possible Action to Affirm ECIWDB Actions Regarding the Local Plan.</li> </ul>	Bob Yoder	CEO: I/D/A

### ECIWDB:

**Motion** by Pat Lyons, **second** by Ana Stomp to approve the ECIWDB Local Plan with revisions and submit to the State for approval. **Ayes:** All. **Motion carried.** 

## East Central Iowa CEOs:

**Motion** by Joe Oswald, **second** by Jon Bell to affirm the ECIWDB actions regarding the Local Plan. **Ayes:** All. **Motion carried.** 

6.	ECIWDB Policies and Procedures	Heather Garcia	ECIWDB:
	<u>ECIWDB</u>		
	<ul> <li>Proposed Modifications</li> </ul>		I/D/A
	<ul> <li>Ticket to Work Draft Policy</li> </ul>		I/D/A

### ECIWDB:

**Motion** by Christopher Carr, **second** by Debbie Stradt Craig to approve the ECIWDB Policies and Procedures Document 6.1 Proposed Modifications and Document 6.2 Ticket to Work Policy as presented. **Ayes:** All. **Motion carried.** 

7. Finance Committee Chair N	ominations and Election	Stefanie Rupert	ECIWDB:
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# ECIWDB:

**Motion** by Julie Perez, **second** by Erica Bellach to nominate and elect Daniel Perez as the Finance Committee Chair. **Ayes:** All. **Motion carried.** 

8.	8. Board Support		Stefanie Rupert	ECIWDB:
	•	Executive Director Job Description		I/D/A
	•	Temporary Contracting for Part-Time/Hourly Administrative Support		I/D/A

### ECIWDB:

**Motion** by Terry Rhinehart, **second** by Julie Perez to approve the Executive Director job description with the addition of "other duties as assigned" to the document. **Ayes:** All. **Motion carried.** 

### ECIWDB:

**Motion** by Mike Sadler II, **second** by Erica Bellach to temporarily contract part-time/hourly Administrative Support with JnDForbes, LLC at \$32/hour on a month-to-month basis. Initial contract to be presented by 6/15/2022 to the Executive Committee for contract approval; Board Chair will review and approve monthly. **Ayes:** All. **Motion carried.** 

9.	Draft Budgets		ECIWDB:
	<ul> <li>ECIWDB</li> <li>■ ECIWDB FY23 Budget</li> <li>■ Title IB Service Provider FY23 Budget</li> </ul>	Heather Garcia Carla Andorf	I/D/A I/D/A
	<ul> <li>East Central Iowa CEOs:</li> <li>Possible Action to Affirm the ECIWDB FY23 Budget and Title IB Service Provider FY23 Budget.</li> </ul>		CEO: I/D/A

### ECIWDB:

**Motion** by Patrick Lyons, **second** by Mike Sadler II to approve the ECIWDB Draft FY23 Budget and the Title IB Service Provider FY23 Budget as presented. **Ayes:** All. **Motion carried.** 

## **East Central Iowa CEOs:**

**Motion** by Pat Heiden, **second** by Jon Bell to affirm ECIWDB Draft FY23 Budget and the Title IB Service Provider FY23 Budget. **Ayes:** All. **Motion carried.** 

10. ECIWDB Financial Reports	Heather Garcia	I/D
ECIWDB Finance Report		
<ul> <li>Kirkwood Financial Report – Title I</li> </ul>		
11. Disability Access Committee	Holly Mateer/	I/D
	Monica	
	Brockway	
12. Next Steps	Heather Garcia	
East Central Iowa PY21 Performance Report		I/D
<ul> <li>Monitoring Update (Federal and State)</li> </ul>		I/D
NAWB Forum Update from Attendees		I/D
<ul> <li>June 9, 2022 Local Board Training – Marshalltown, IA</li> </ul>		I/D
EO Officer		I/D
<ul> <li>August 25, 2022 Meeting Location (Benton County)</li> </ul>		
13. Announcements	All	I/D

14. Adjournment	Bob Yoder	CEO:
	_	I/D/A
	Stefanie Rupert	ECIWDB:
		I/D/A
ECIWDB:		
<b>Motion</b> by Scott Mather, <b>second</b> by Mike Sadler II to adjourn the meeting. <b>Aye</b> :	s: All. Motion carried.	
Foot Control Laws CFOs		

# East Central Iowa CEOs:

**CEO Joe Oswald adjourned the meeting.** 

Meeting adjourned at 12:14 p.m.