**Southwest Iowa Local Workforce Development Board**

**Operations Committee Meeting Minutes**

**July 8, 2022**

**1) Call to Order** – The meeting was called to order at 11:02 am.

**2) Roll Call** – Board/Committee Members Present: Darla Helm, William Berning, Danna Buls, Sally Rolf Absent: Steve Gilbert

Board Staff: Michelle Wilson

**3) Minutes:** Approval of June Minutes: Danna moved to approve; William seconded. Motion passed unanimously.

**4) Agenda:** Danna

moved to approve the agenda; William seconded. Motion carried unanimously.

**5) Operations Committee Updates:**

**Board Updates:** The next full board meeting is 7/11, with this committee bringing updated policies for the full board’s review and approval.

Michelle provided an update on the OneStop Operator procurement. The RFP committee met earlier today and have a recommendation to the full board on 7/11.

**Policy Development:** The group reviewed and discussed the following policies: Supportive Services, Youth Incentive and Bonus Policy, Follow-Up Policy, and Individual Training Account Policy, and offered feedback on revisions. Danna moved to approve all 4 policies, recommending them to the full board for approval. Sally seconded. Motion carried unanimously.

**Partner Updates:** Full partner reports will be made at the July 11 full board meeting.

**Next Meeting:** The next meeting will be August 12 at 11 am.

**Public Comment:** No public comment.

**Adjournment:** Danna moved to adjourn; Sally seconded. Motion passed unanimously. Meeting adjourned at 12:10 pm.