

**Mississippi Valley Workforce Board
Chief Elected Officials (CEO)
June 26th, 2020**

Meeting Minutes

The meeting of the Mississippi Valley Workforce CEOs was held on June 26th, 2020 at 9:00 a.m. via Zoom.

CALLED TO ORDER

Willey called the meeting to order at 9:05 p.m.

CEO PRESENT

Present: Jack Willey, Rick Larkin, Jim Irwin, Jeff Sorensen, and Jim Cary

Absent: Brinson Kinzer, Brad Quigley, and Gary See

Staff Present: Miranda Swafford, Executive Director

Guests: Kelsey Howard, SCC

QUORUM

There was a quorum present.

APPROVAL OF AGENDA

Sorensen made a motion to approve the agenda with no additions, seconded by Irwin, motion carried.

APPROVAL OF MINUTES

Sorensen made a motion to approve the June 8th and 19th minutes, seconded by Larkin, motion carried.

UPDATE ON SERVICE PROVIDERS

Swafford reported that ResCare was working on all aspects of the transition of the Adult/DW program from both EICC and SCC and was communicating throughout the process well and that there would be staff at both locations on July 1st. SCC has not provided much information on the transition of the Youth program from EICC. It is still unclear whether SCC will accept the Youth contract as of July 1st.

SERVICE PROVIDER BUDGETS

Swafford presented SCC's revised youth budget for approval. There was a discussion held on potential profits for SCC in their line item budget regarding training costs. Sorensen made a motion to approve the budget as submitted, seconded by Irwin, motion carried.

ADMIN BUDGET DISCUSSION

Swafford presented a hypothetical budget for the CEOs to review the forecast for the next year if they move forward with the Fiscal Agent proposed rate as is. A discussion was held on the sustainability of the Fiscal Agent rate, and it was determined until all parties have a better understanding of this role it will be hard to negotiate.

FISCAL AGENT RATE/AGREEMENT

Sorensen made a motion to approve the \$63,276 for the Fiscal Agent with the ability of the Fiscal Agent to charge up to 4.5% of the total budget, for the period of July 1, 2020 – June 30th, 2021, seconded by Irwin, motion carried.

Cary made a motion to accept the proposed Fiscal Agent Agreement with the modification of Fiscal Agent monthly invoice approvals by the Finance Committee, with staff time itemized, seconded by Larkin, motion carried.

MUSCATINE EMPLOYER OF RECORD FEE

Irwin made a motion to reaffirm the 3% admin fee for Muscatine County to perform employer of record services for the LWDB staff, seconded by Cary, Sorensen recused himself, motion carried.

OTHER BUSINESS

A closed meeting was scheduled for Monday, June 29th at 9:00 a.m. to discuss SCC's appeal and communication.

PUBLIC COMMENT

There were no public comments.

ADJOURN

Willey adjourned the meeting at 9:42 a.m.