**Mississippi Valley Workforce Area**

**Local Workforce Development Board**

**Operations Committee Meeting**

Wednesday, August 19th, at 5:00 p.m., via Zoom

**Members Present:** Matthew Nicol, Kirby Phillips, Joyce Stimpson, Deb Mulch, Jeremy Ritchie, Ryan Drew, Carolyn Farley, Tim Gobble, and Scott Schneider

**CEOs Present:** Gary See and Rick Larkin

**Staff Present:** Miranda Swafford, Executive Director

**Service Provider Staff Present:** Cherisa Price-Wells -Regional Director, Kendra Schaapveld – Project Director

**CALLED TO ORDER**

Nicol called the meeting to order at 5:00 p.m.

**QUORUM**

The committee had a quorum to conduct business.

**INTRODUCTIONS**

Everyone introduced themselves to the group.

**APPROVAL OF AGENDA**

Stimpson made a motion to accept the agenda with no additions, seconded by Gobble, motion carried.

**REVIEW OF SUPPORT PAYMENT POLICY**

Swafford reviewed what support services are and provided example policies from other Local Areas. The committee reviewed the current policy for Region 16 and determined what dollar amounts to change and additional categories to add. Swafford will develop a draft policy to be reviewed at the September meeting with all of the committees input included.

**MEETING SCHEDULE**

Swafford stated that they would need to move the Operations Committee monthly meeting as the Finance Committee needed to meet the 3rd Wednesday of the month to better align with the Fiscal Agent draw and the submittal of the Service Provider invoices. No one had any objections to meeting on either the 2nd or 4th Wednesday, so Swafford will send out a revised Zoom meeting invitation.

**OTHER BUSINESS**

There was no other business.

**PUBLIC COMMENT**

There were no public comments.

**ADJOURNED**

Gobble made a motion to adjourn the meeting, seconded by Stimpson, motion carried, Nicol adjourned the meeting at 6:32 p.m.