

**South Central Iowa Workforce Area
Local Workforce Development Board
September 21, 2020
Meeting Minutes**

The meeting of the South Central Iowa Local Workforce Development Board was held on September 21, 2020 at 2:00 p.m. via Zoom.

CALLED TO ORDER

CLEO Roudabush called the meeting to order at 2:05 p.m.

MEMBERS PRESENT

CEOs Present: Jason Roudabush, Chief Lead Elected Official and Dom Seams, Vice Chief Lead Elected Official

Board Members Present: Teri Bockting, Natalie McGee, Joel Millikin, Craig Mommer, Mark Shaw, Mike Swarhout, Randy Westman, Amber White, Marty Hardon, Mark Cooper, Jim Keck, Monica Marshall, Patricia Mendoza, Jennifer Wilson, Angela De La Riva, Micheal Cockrum, Kelli Hugo

Absent: Taren Ferguson, Sergio Lopez, Lori Wildman

LWDB Staff Present: Krista Tedrow, Interim Executive Director

WELCOME AND INTRODUCTIONS

Roudabush and Seams welcomed board members and made introductions

NOMINATION OF CHAIR AND VICE CHAIR

Keck made a motion to nominate Amber White as the board Chair, seconded by Westman, motion carried unanimously.

Keck made a motion to nominate Natalie McGee as the board Vice Chair, seconded by Marshall, motion carried unanimously.

APPROVAL OF AGENDA

Keck made a motion to approve the agenda, seconded by McGee, motion carried. Agenda was approved with no additions.

BYLAWS

Tedrow and Seams communicated that By-laws were a CEO task and were being finished and would be provided to the board at the next meeting.

BOARD TRAINING DATES

Tedrow explained the state identified training dates and is providing a required training for boards through Maher & Maher. Poll will be sent to select a date that works best for members.

BOARD STRUCTURE AND COMMITTEES

Tedrow explained the new structure of the board and provided a list and detailed description of committees. Committees include executive, finance, operations, disability access and youth committees. Tedrow explained that committees must be chaired by board members and members are expected to participate on committees.

ADMIN DOLLARS VS. PROGRAM DOLLARS

Tedrow explained that the state would be releasing numbers for the budget in the near future. One difference from prior structure is that service providers will not be able to charge anything to admin dollars, all service provider expenses must come from program dollars. Roudabush explained the state provided \$30,000 of transition funds for the board because regions combined. Roudabush sent a letter of request for transition funds to the state.

IMPORTANT DATES AND DEADLINES

Tedrow explained upcoming deadlines for the budget to be finalized is December 1, 2020. The Direct Service provider for Adult and Dislocated Worker and for Youth Services must be selected by December 31, 2020. Tedrow explained the selection must be done via a competitive bidding process and recommended the board meet the first week of October to vote on RFP to be released.

BOARD EXECUTIVE DIRECTOR

Roudabush explained CEOs had interviewed several candidates and selected Tedrow to serve as board support since the end of July. Roudabush explained it was the board's decision to hire the executive director and recommended Tedrow. White made a motion to hire Tedrow at the current rate of \$30 hour. Seconded by Keck, motion was approved unanimously.

NEXT MEETING DATE

White requested Tedrow to send a poll and find date and time that works best for members to meet the week of October 5th.

ADJOURNED

Cooper made a motion to adjourn the meeting at 2:35 p.m. McGee seconded, motion was approved unanimously. Meeting adjourned