

East Central Iowa Workforce Development Board

East Central Iowa CEO Board

JOINT QUARTERLY BOARD MEETING

Thursday, September 24, 2020

<p>returned to the board meeting. Heather Garcia confirmed the contract has a 7/1 start date with a month to month clause. She recommended that the board review the contract annually to make adjustments as needed.</p>		
4. Approve ECIWDB Bylaws	All	I/D/A
<p><u>ECIWDB: Motion</u> by Julie Perez, second by Chris Carr to approve ECIWDB Bylaws and review annually. Ayes: All. Motion carried.</p>		
5. Memorandum of Understanding (MOU) Extension	All	I/D/A
<p><u>ECIWDB: Motion</u> by Chris Carr, second by Julie Perez to extend current MOU through 6/30/2021. Ayes: All. Motion carried.</p>		
6. Board D&O Insurance (\$1,695)	All	I/D/A
<p><u>ECIWDB: Motion</u> by Mike Sadler II, second by Chris Carr to accept D&O Insurance bid of \$1695. Ayes: All. Motion carried.</p> <p><u>CEO: Motion</u> by Bruce Adams, second by Jon Bell to accept D & O Insurance bid of \$1695. Ayes: All. Motion carried.</p>		
7. COVID-19 Emergency Grant Participation (Action to be made by both CEO and ECIWDB)	Heather Garcia	I/D/A
<p><u>ECIWDB: Motion</u> by Rick Moyle, second by Julie Perez to apply for the COVID-19 Emergency Grant funds when available. Ayes: All. Motion carried.</p> <p><u>CEO: Motion</u> by Jon Bell, second by Bruce Adams to apply for the COVID-19 Emergency Grant funds when available. Ayes: All. Motion carried.</p>		
8. Derecho Emergency Grant Participation	Heather Garcia	I/D/A
<p><u>ECIWDB: Motion</u> by Debbie Craig, second by Chris Carr to apply for the emergency grant funds to help displaced workers in cleanup in counties affected by Derecho. Ayes: All. Motion carried.</p> <p><u>CEO: Motion</u> by Bruce Adams, second by Jon Bell to apply for the emergency grant funds to help displaced workers in cleanup in counties affected by Derecho. Ayes: All. Motion carried.</p>		
9. Partner Updates		
<ul style="list-style-type: none"> • Adult/Dislocated Worker/Youth – Title I • Adult Education/Literacy – Title II • Wagner-Peyser – Title III • Vocational Rehabilitation – Title IV 	<p>Carla Andorf/ Jennifer Perkins</p> <p>Terry Rhinehart</p> <p>Scott Mather</p> <p>Holly Mateer</p>	<p>I/D</p> <p>I/D</p> <p>I/D</p> <p>I/D</p>
10. Request for Proposals	Heather Garcia/ Procurement Committee	I/D/A I/D/A
<ul style="list-style-type: none"> • One-Stop Operator Language • One-Stop Operator Budget • Adult and Dislocated Worker Language • Youth and Young Adult Language 	<p>Heather Garcia</p> <p>Heather Garcia</p>	<p>I/D/A</p> <p>I/D/A</p>
<p>Carla Andorf, Jen Perkins, Terry Rhinehart, Tim Foster and Cherisa Price-Wells left the meeting due to potential submissions of One-Stop Operator, Youth and Young Adult and Adult/Dislocated Worker proposals.</p> <p><u>One-Stop Operator Language/RFP:</u></p>		

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ECIWDB: Motion by Rick Moyle, **second** by Patty Manuel to authorize the One-Stop Operator committee members to approve final changes/modifications release of the RFP and to make the recommendations to the full board on One-Stop Operator selection. **Ayes: All. Motion carried.**

CEO: Motion by Bruce Adams, **second** by Jon Bell to authorize the One-Stop Operator committee members to approve final changes/modifications and release of the RFP and to make the recommendations to the full board on One-Stop Operator selection. **Ayes: All. Motion carried.**

One-Stop Operator Budget:

ECIWDB: Motion by Chris Carr, **second** by Mike Sadler II to approve a 6-month budget of \$5,000 for the One-Stop Operator. **Ayes: All. Motion carried.**

CEO: Motion by Jon Bell, **second** by Bruce Adams to approve a 6-month budget of \$5,000 for the One-Stop Operator. **Ayes: All. Motion carried.**

Adult and Dislocated Worker RFP:

ECIWDB: Motion by Pat Lyons, **second** by Chris Carr to approve the Request for Proposals language and release the RFP. **Ayes: All. Motion carried.**

Youth and Young Adult RFP:

ECIWDB: Motion by Mike Sadler, **second** by Rick Moyle to approve the Request for Proposals language and release the RFP. **Ayes: All. Motion carried.**

CEO: Motion by Jon Bell, **second** by Bruce Adams to approve the language for both the Adult and Dislocated Worker and Youth and Young Adult RFP documents and release them to the public. **Ayes: All. Motion carried.**

11. Finance Committee/Audit Committee Member Selection	Heather Garcia	I/D/A
No action taken. Heather to procure volunteers for Finance Committee.		
12. Board Planning and Next Steps	Heather Garcia	I/D
<ul style="list-style-type: none">Budget (Due 12/1/2020)Committee DevelopmentLocal PlanNext Meeting Date scheduled 12/3/2020 (Date change to 12/1/2020?)	All	I/D/A
There will be a short (15 minute) meeting on 12/1/2020 to review and approve the ECIWDB budget and still keep regularly scheduled joint quarterly meeting on 12/3/2020.		
13. New Business	All	I/D
14. Motion to Adjourn	All	
Meeting adjourned at 11:47 a.m.		