

# Central Iowa Workforce Development Board and Central Iowa CEO Board JOINT QUARTERLY BOARD MEETING

Via ZOOM

Thursday, November 12, 2020 – 7:30 a.m. to 9:30 a.m.

## MINUTES

Agenda Item	Person Responsible	Status
Welcome and Call to Order	Steve Van Oort/ T Waldmann-Williams	I
<p><b>CEO Board Attendance:</b> Doug Cupples, Diane Fitch, Mark Hanson, Kisha Jahner, Steve Van Oort, Bill Zinnel.  <b>Absent:</b> Lauris Olson, Doug Shull.</p> <p><b>CIWDB Attendance:</b> Sara Bath, Rob Denson, Amy Landas, Tom Leners, Marcanne Lynch, Paula Martinez, Larry McBurney, Leslie McCarthy, Robin Pfalzgraf, Michelle Rich, Stacy Sime, Eric Sundermeyer, Sailu Timbo, Scott Turczynski, Teri Vos, T Waldmann-Williams, Pat Wells.  <b>Absent:</b> Pat Brown, Tom Hayes, Robert O'Brien, Jeff Vroman.</p> <p><b>Guests:</b> Galen Briggs, Mark Cooper, Chris Hannan, Tammy Higar, Cheryl Johnson, Lisa Lajoie, Jodi Spargur-Tate, Sarah Rowat.</p> <p><b>Board Support:</b> Heather Garcia.</p>		
I. Consent Agenda <u>CIWDB</u> <ul style="list-style-type: none"> <li>• November 12, 2020 Agenda</li> <li>• August 13, 2020 Minutes</li> </ul> <u>Central Iowa CEO Board</u> <ul style="list-style-type: none"> <li>• November 12, 2020 Agenda</li> <li>• August 13, 2020 Minutes</li> </ul>	Steve Van Oort/ T Waldmann-Williams	I/D/A       I/D/A
<p>CIWDB: <b>Motion</b> by Scott Turczynski, <b>second</b> by Paula Martinez to approve the November 12, 2020 Agenda and August 13, 2020 Minutes. <b>Ayes:</b> All. <b>Motion carried.</b></p> <p>CEO Board: <b>Motion</b> by Bill Zinnel, <b>second</b> by Kisha Jahner to approve the November 12, 2020 Agenda and August 13, 2020 Minutes. <b>Ayes:</b> All. <b>Motion carried.</b></p>		
<b>New Business and Committee Reports</b>		
II. Executive Committee <ul style="list-style-type: none"> <li>• CIWDB FY21 Budget</li> <li>• Selection of Fiscal Agent for Ticket to Work Funds</li> <li>• Procurement Recommendations               <ul style="list-style-type: none"> <li>○ Youth and Young Adult Service Provider</li> <li>○ Adult and Dislocated Worker Service Provider</li> <li>○ One-Stop Operator</li> </ul> </li> </ul>	T Waldmann-Williams Stacy, Heather Stacy, Heather T, Larry, Reviewers	I/D/A I/D/A   I/D/A I/D/A I/D/A

- Consideration of MOU Extension
- Finance Committee Appointment – Tom Leners

T, Heather  
Stacy

I/D/A  
I/D/A

CIWDB FY 21 Budget:

CIWDB: **Motion** Leslie McCarthy, **second** by Larry McBurney to approve the CIWDB FY 21 Budget as presented. **Ayes:** All. **Motion carried.**

CEO Board: **Motion** Kisha Jahner, **second** by Diane Fitch to approve the CIWDB FY 21 Budget as presented. **Ayes:** All. **Motion carried.**

Selection of Fiscal Agent for Ticket to Work (TTW) Funds:

No action taken.

Procurement Recommendations:

**Youth and Young Adult Service Provider –**

CIWDB: **Motion** by Rob Denson, **second** by Paula Martinez to extend a contract to Children and Families of Iowa (CFI) to serve as the Central Iowa Local Workforce Development Area’s Youth and Young Adult Service Provider. **Ayes:** All. **Motion Carried.**

CEO Board: **Motion** by Mark Hanson, **second** by Doug Cupples to extend a contract to Children and Families of Iowa (CFI) to serve as the Central Iowa Local Workforce Development Area’s Youth and Young Adult Service Provider. **Ayes:** All. **Motion Carried.**

**Adult and Dislocated Worker Service Provider –**

CIWDB: **Motion** by Paula Martinez, **second** by Rob Denson to extend a contract to Children and Families of Iowa (CFI) to serve as the Central Iowa Local Workforce Development Area’s Adult and Dislocated Worker Service Provider. **Ayes:** All. **Motion Carried.**

CEO Board: **Motion** by Diane Fitch, **second** by Doug Cupples to extend a contract to Children and Families of Iowa (CFI) to serve as the Central Iowa Local Workforce Development Area’s Adult and Dislocated Worker Service Provider. **Ayes:** All. **Motion Carried.**

**One-Stop Operator -**

CIWDB: **Motion** by Rob Denson, **second** by Paula Martinez to extend a contract to Children and Families of Iowa (CFI) to serve as the Central Iowa Workforce Development Area’s One-Stop Operator. **Ayes:** All. **Motion Carried.**

CEO Board: **Motion** by Bill Zinnel, **second** by Doug Cupples to extend a contract to Children and Families of Iowa (CFI) to serve as the Central Iowa Workforce Development Area’s One-Stop Operator. **Ayes:** All. **Motion Carried.**

Consideration of MOU Extension:

CIWDB: **Motion** by Paula Martinez, **second** by Pat Wells to extend the existing Region11/Central Iowa MOU to 6/30/2021. **Ayes:** All. **Motion Carried.**

CEO Board: **Motion** by Kisha Jahner, **second** by Diane Fitch to extend the existing Region11/Central Iowa MOU to 6/30/2021. **Ayes:** All. **Motion Carried.**

<u>Finance Committee Appointment:</u> CIWDB: <b>Motion</b> by Paula Martinez, <b>second</b> by Michelle Rich to appoint Tom Leners to the CIWDB Finance Committee. <b>Ayes:</b> All. <b>Motion carried.</b>		
III. Finance Committee	Stacy Sime Stacy, Heather Jodi, Lisa, Galen, Heather	I/D/A I/D
<ul style="list-style-type: none"> <li>• Annual Review of TTW Allocation to IES</li> <li>• Review of the Finance Reports <ul style="list-style-type: none"> <li>○ Children and Families of Iowa Financial Report</li> <li>○ CIWDB Financial Report</li> <li>○ Ticket to Work Financial Report</li> <li>○ IES Financial Report</li> </ul> </li> </ul>		
<u>Review of TTW Allocation to IES:</u> CIWDB: <b>Motion</b> by Michelle Rich, <b>second</b> by Pat Wells to not allocate additional TTW funds to IES for FY 21. <b>Ayes:</b> Sara Bath, Amy Landas, Tom Leners, Marcanne Lynch, Paula Martinez, Larry McBurney, Leslie McCarthy, Robin Pfalzgraf, Michelle Rich, Stacy Sime, Eric Sundermeyer, Sailu Timbo, Scott Turczynski, Teri Vos, T Waldmann-Williams, Pat Wells. <b>Abstention:</b> Rob Denson. <b>Motion carried.</b>		
IV. Planning and Operations Committee	Larry McBurney	I/D
V. Youth Committee	Paula Martinez	I/D
VI. Disability Access Committee	Leslie McCarthy	I/D
<ul style="list-style-type: none"> <li>• NDEAM Event Update</li> </ul>		
VII. CEO Board	Steve Van Oort	
<ul style="list-style-type: none"> <li>• CIWDB Board Certification</li> <li>• Polk County Auditor- Fiscal Agent</li> </ul>		I/D I/D
VIII. Core Partner Updates	Galen/Sarah Jodi Spargur-Tate Eric Sundermeyer	I/D I/D I/D
<ul style="list-style-type: none"> <li>• Title I Adult/Dislocated Worker</li> <li>• Title I Youth and Young Adult</li> <li>• Title II Adult Education and Family Literacy <ul style="list-style-type: none"> <li>○ Monitoring Report</li> <li>○ November Board Report</li> </ul> </li> <li>• Title III Wagner-Peyser</li> <li>• Title IV Vocational Rehabilitation</li> </ul>	Sara Bath Ashley West	I/D I/D
IX. Announcements	All	
X. Adjournment	T/Steve	
CIWDB: <b>Motion</b> by Paula Martinez, <b>second</b> by Tom Leners to adjourn meeting. <b>Ayes:</b> All. <b>Motion carried.</b>		
CEO Board: <b>Motion</b> by Diane Fitch, <b>second</b> by Bill Zinnel to adjourn meeting. <b>Ayes:</b> All. <b>Motion carried.</b>		
Meeting adjourned – 9:34 a.m.		

**Next Meeting Date:** February 11, 2021 (7:30 – 9:30 a.m.)