

Southwest Iowa Local Workforce Development Board Meeting

Approved/Final Minutes, June 9, 2021

1) Call to Order – The meeting was called to order by Chairperson Katrina Fleharty at 6:31 P.M.

2) Roll Call – Regional Workforce Development Board members present: Katrina Fleharty, Carol Smith, Susan Miller, Jason Cook, Steve Gilbert, Lana McMann, Darla Helm, Don Keast, Kim Bishop, Wayne Pantini, William Berning,

Absent were Michelle Lents, Brad Kramer, Billie Jo Greenwalt, Darren Swolley, Luis Gonzales, and Mike Haynie. Quorum: YES

County Elected Officials present: Merlin Dixon, Dan Christensen, Dennis Brown, Jerry Walker, Charla Schmid, Ron Fitzgerald, Ron Landphair, Dean Robins

Partner staff present: Danna Buls, Sarah Baebler

Staff to the RWDB present: Michelle Wilson

3) Minutes – Correction on Charla Schmid’s name spelling and duplication of Brad Kramer’s name. Carol made a motion to approve the minutes of the April meeting. Lana seconded the motion. Motion passed unanimously.

4) June Agenda – Katrina requested an agenda addition: 5b budget approval. William made a motion to approve the agenda with the budget approval addition. Steve seconded the motion. Motion passed unanimously.

5) Business Items of the LWDB:

a. Statewide Board Training– Reminder of statewide board training in Ankeny on Friday.

Recordings are going to be available afterward.

b. Budget Approval- Reviewed PY 21 Budget Proposal.

Received PY21 formula allocations (Adult, DW, Youth) from the state; board allocates program funding to put into contract with the service provider. Suggested budget includes \$379,084 contracted with service provider; with the remaining \$7500 reserved for program related services provided by the board.

Lana made a motion to approve the budget. Carol seconded. Motion passed unanimously. **c.**

Service Provider Recommendation-MATURA Action Corporation was selected as service provider as the result of the RFP process last fall. The current contract was effective January 1-June 30, with the option to extend for 3 additional years, per the RFP. Katrina

explained that the executive committee met last week to discuss service provider performance and make a recommendation to extend MATURA's contract for one additional year. Each year, the board will review the contract and recommend an additional extension. Jason made a motion to approve the contract extension for one year. Lana seconded. Motion passed unanimously.

d. MOU Approval: Michelle explained the MOU process for the local workforce area. The core partners have been meeting to develop the MOU, in partnerships with all of the other partners. Partners have reviewed the document and provided feedback. Upon approval of the board, the MOU will be circulated for signatures by all partner entities. Darla added that the MOU will need to be updated once the One-Stop Operator is selected and the Infrastructure Funding Agreement is in place. The state has not yet provided policy guidance on One-Stop Operator procurement or Infrastructure Funding Agreement. Carol made a motion to approve the MOU. Lana seconded. Motion passed unanimously.

6. Establish Next Meeting - The next meeting will tentatively be July 19. Some board members have discussed potentially shifting the time of the meeting. The options of starting at 5:30 pm, or lunchtime were discussed, as well as the option for meeting virtually, and then in-person periodically. Katrina recommended sending a survey out, and then reviewing the survey results at the next meeting.

Adjournment - Lana made a motion to adjourn the meeting. Susan seconded the motion. Motion passed unanimously. Meeting adjourned at 7:10 P.M.