



# STATE WORKFORCE DEVELOPMENT BOARD

<https://www.iowawdb.gov/>

**Mission:**

*The Iowa State Workforce Development Board oversees the development and implementation of the state workforce development plan. The SWDB ensures that state workforce regions have the resources to support employment programs across the state.*

## PUBLIC MEETING NOTICE

**Date:**

Friday, May 13, 2022

**Time:**

11:00 a.m. – 1:00 p.m.

**Place:**

The Well  
419 E. Oskaloosa Street  
Pella, IA 50219

**Zoom:**

Topic: State Workforce Development Board Meeting  
Time: May 13, 2022 11:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://iowaworks.zoom.us/j/85489151604>

Meeting ID: 854 8915 1604

One tap mobile

+13126266799,,85489151604# US (Chicago)

Dial by your location

+1 312 626 6799 US (Chicago)

Meeting ID: 854 8915 1604

Find your local number: <https://iowaworks.zoom.us/u/kwd91uRXI>

### TENTATIVE AGENDA:

1. Call to Order.
2. Roll call to establish quorum by Shelly Evans, Board Administrator.
3. **Action Item:** Approval of Meeting Agenda. (Attachment 1 – Agenda)
4. **Action Item:** Approval of Minutes from the January 14, 2022, State Workforce Development Board meeting. (Attachment 2 – Agenda)
5. **Action Item:** Approval of Minutes from the March 3, 2022, State Workforce Development Board meeting. (Attachment 3 – Agenda)

6. Welcome by Jay Iverson, Chair.
  - Welcome and Introduction of new SWDB members
    - SWDB Website <https://www.iowawdb.gov/>
7. Comments by Governor Kim Reynolds.
8. Director's Report by Director, Beth Townsend, Iowa Workforce Development.
9. Presentation on Upskilling by Staci Hupp Ballard, Iowa Economic Development Authority (IEDA). (Attachment 4 – Presentation)
10. **Action Item:** Motion to approve nominations for Executive Director.
11. **Action Item:** Motion to approve nominations for Executive Assistant.
12. Presentation of SWDB Strategic Plan by A.I.R. (Attachment 5 – Strategic Plan, Attachment 6 – One Pager, Attachment 7 – PPT Presentation)
  - 12.1 Action Item :** Motion to approve SWDB Strategic Plan.
13. Presentation of WIOA One-Stop Certification Policy and Process Guidance by Iowa WIOA Core Partner Working Group (Keri Osterhaus, IDFB; Alex Harris, IDOE; Brandy McOmber, IVRS; and Michelle McNertney, IWD). (Attachment 8 – Process Guidance, Attachment 9 – Self Assessment Tool, Attachment 10 – Evaluation Tool, Attachment 11 – Evaluator Summary Form, Attachment 12 – Team Summary Form, Attachment 13 – PPT Presentation)
  - 13.1 Action Item:** Motion to approve WIOA One-Stop Certification Policy and Process Guidance.
14. **Action Item:** Motion for nominations for SWDB Youth Services Committee Chair. (Attachment 14 – Summary of Standing Committees Chart)
15. **Action Item:** Motion for nominations for SWDB State Workforce Development System Committee Chair. (Attachment 14 – Summary of Standing Committees Chart)
16. **Action Item:** Motion for nominations for SWDB Policies and Practices Committee Chair. (Attachment 14 – Summary of Standing Committees Chart)
17. **Action Item:** Motion for nominations for Disability Access Committee Chair. (Attachment 14 – Summary of Standing Committees Chart)
18. **Action Item:** Motion for nominations for Minority Unemployment Outreach Committee Chair. (Attachment 14 – Summary of Standing Committees Chart)

19. **Action Item:** Motion for nominations for Ex-Offender Reentry Committee Chair.  
(Attachment 14 – Summary of Standing Committees Chart)

### **ACCOMMODATIONS:**

Accommodations are available upon request for individuals with disabilities. If you need an accommodation, please contact:

Shelly Evans, Board Administrator, [shelly.evans@iwd.iowa.gov](mailto:shelly.evans@iwd.iowa.gov), (515) 725-5680

### **UPCOMING CALENDAR EVENTS:**

- SWDB New Member Training
  - June 15, 2022, 12:00 – 1:00 pm via ZOOM
- State Workforce Development Board Quarterly Meetings:
  - August 5, 2022 @ DMACC Urban Campus
  - November 2, 2022 @ DMACC Urban Campus