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## Minutes

### Iowa Workforce Development Board Meeting

May 13, 2022

11 am – 1 pm

ZOOM / The Well

419 E. Oskaloosa Street

Pella, IA 50219

#### Agenda item 1. Call to Order

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Chair Jay Iverson called to order the meeting of the Iowa Workforce Development Board (the Board) on May 13, 2022, at approximately 11 am.

#### Agenda item 2. Roll Call

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##### Members in Attendance

1. Governor Kim Reynolds
2. Beth Townsend
3. Paula Nissen
4. Emily Wharton
5. Daniel Tallon
6. Jay Iverson
7. Jack Hasken
8. LuAnn Scholbrock

9. Teresa Hovell
10. Kellie Gottner
11. Jessica Dunker
12. Ofiela Rumbo
13. Alex Severn
14. Kelly Barrick
15. Matthew Nicol
16. Charlie Wishman
17. Jayson Henry
18. Joshua Cobbs

19. Nancy McDowell
20. Drew Conrad
21. Rita Grimm
22. Kyra Hawley
23. Gina Stevenson
24. Scott Thompson

##### Members Absent

1. Waylon Brown
2. Dave Deyoe
3. Alicia Stafford
4. Amy Larsen
5. Daren Westercamp

6. Mary Landhuis
7. Brad Elliot
8. Deb Mauricio
9. Carrie Duncan
10. Rich Kurtenbach
11. Andy Roberts

12. Jason Shanks
13. Quentin Hart
14. William Dotzler
15. Kirsten Running-Marquardt
16. John Smith
17. Todd Holcomb
18. Beth Skinner

Shelly Evans called roll and advised Chair Iverson that quorum was established.

### Agenda item 3. Approval of Agenda

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Chair Iverson called the next order of business which was the approval of the meeting Agenda for May 13, 2022. The agenda was previously emailed to the Members of the Board.

- **ACTION ITEM:** Motion to Approve the Agenda for 5/13/22.

Jack Hasken motioned to approve the Agenda and Kelly Barrick seconded the motion. Members of the Board in attendance voted on the motions by voice vote, which carried unanimously.

### Agenda item 4. Approval of Minutes

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Chair Iverson called the next order of business which was the approval of the meeting minutes for January 14, 2022. The minutes were previously emailed to the Members of the Board.

- **ACTION ITEM:** Motion to Approve the Minutes for 1/14/22.

Beth Townsend motioned to approve the Agenda and Jack Hasken seconded the motion. Members of the Board in attendance voted on the motions by voice vote, which carried unanimously.

### Agenda item 5. Approval of Minutes

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Chair Iverson called the next order of business which was the approval of the meeting minutes for March 3, 2022. The minutes were previously emailed to the Members of the Board.

- **ACTION ITEM:** Motion to Approve the Minutes for 3/3/22.

Kelly Barrick motioned to approve the Agenda and Daniel Tallon seconded the motion. Members of the Board in attendance voted on the motions by voice vote, which carried unanimously.

### Agenda item 6. Welcome

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Chair Iverson welcomed board members, shared the board's website and a reminder that invites for future meetings would be sent out shortly. Chair Iverson welcomed comments from new board members.

- Introduction by new member Joshua Cobbs.
- Introduction by new member Scott Thompson.

## Agenda item 7. Comments by Governor Reynolds

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Governor Reynolds provides opening comments.

## Agenda item 8. Director's Report

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Director Townsend provided her report.

- Thank you to Jayson for hosting. Important to be out in the community and presence around the state. Encourage attendees to take tour of The Well. Jayson and his team reach individuals with barriers and his program makes an investment in people. It's a great pipeline for employers.
- Hiring new senior leaders. Quality applicants applying to come to IWD to serve lowans. Hopefully will be present new senior leaders at the next SWDB meeting.
- Home Base Iowa improvements. Buy new technology and update website in about a year. ARP funds. Will work with GEO case management system to help keep better records. 5 new HBI career navigators. Helping over 163 veterans currently. 108 veterans hired since January 1.
- Team at IWD – valuable members and one team effort.
- Realignment working to provide better refugee services while working with resettlement agencies. Working well in Cedar Rapids area. Shelly will share link to new story published today on a refugee from Afghanistan who worked at Whirlpool but had a passion as a tailor. An IWD Career Coordinator was able to connect him with an upholstery company in Cedar Rapids. Because of this connection another refugee was also connected and these connections will continue.

Governor Reynolds comments and gives credit to Beth and her team. Work with refugees and matching their abilities to employers. Such a great story and that's what IWD is doing.

Director Townsend continues her report:

- WBL expansion. Hired 2 former school administrators for Registered Apprenticeship (RA) programs. During the year they will be reaching out individually to each school administrator about Registered Apprenticeship programs. Healthcare, RA and teacher grants will create CNAs. State to purchase virtual reality training and software for schools to use. Our RA first of the kind in the country. Students, parents and teachers benefit from these programs.

Governor Reynolds give shout out to Pella and it is modeled off of the Career Academy.

Director Townsend continues her report:

- Shout out to Mission Employable Podcasts and Ryan West. Celebrated 100<sup>th</sup> episode.

- RCM program updated. Helped almost 2,000 become employed.
- A mobile unit has been purchased due to need to service areas without AJC centers. Capacity of 10 work stations.

Chair Iverson gives shout out to trades. Served over 5,400 lunches to high school students who attended recent HBI event at state fairgrounds.

Governor Reynolds comments that the energy in the room was incredible. Excitement about trades and construction. Interaction with employers was great.

#### Agenda item 9. Presentation on Upskilling by Staci Hupp Ballard

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Staci Hupp Ballard gives presentation: Iowa Yes! This is Iowa. General discussions and questions/answers with attendees.

#### Agenda items 10. and 11. Motions to nominate and approve for positions of Executive Director and Executive Assistant for the board

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Chair Iverson presented discussion on the need to fill the positions of Executive Director and Executive Assistant for the board.

- **ACTION ITEM: Motions to Approve Nominees for Executive Director and Executive Assistant Positions**

Beth Townsend motions to approve nominees Michelle McNertney as the Executive Director position and Shelly Evans as the Executive Assistant position. Daniel Tallon seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

#### Agenda item 12. Presentation of SWDB Strategic Plan by A.I.R.

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Gretchen Sullivan and Darcee Simon from A.I.R. present work done by this board on the Strategic Plan.

- **ACTION ITEM: Motion to Approve the SWDB Strategic Plan.**

Kelly Barrick motioned to approve the SWDB Strategic Plan and Jayson Henry seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

#### Agenda item 13. Presentation of WIOA One-Stop Certification Policy and Process Guidance

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Michelle McNertney, IWD, Brandy McOmer, IVRS, and Alex Harris, IDOE, presented discussion on the WIOA One-Stop Certification Policy and Process Guidance.

- **ACTION ITEM:** Motion to Approve the WIOA One-Stop Certification Policy and Process.

Jack Hasken motioned to approve the recommendations for the WIOA One-Stop Certification Policy and Process and Teresa Hovell seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

#### Agenda item 14. Motion for Nominations for SWDB Youth Services Committee Chair

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Chair Iverson presented discussion on the need for nominations to fill the position of a Chair for the SWDB Youth Services Committee.

- **ACTION ITEM:** Motion to Approve Nomination of Matthew Nicol.

Teresa Hovell motioned to approve Matthew Nicol as Chair of the SWDB Youth Services Committee position and Kelly Barrick seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

#### Agenda item 15. Motion for Nominations for SWDB State Workforce Development System Committee Chair

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Chair Iverson presented discussion on the need for nominations to fill the position of a Chair for the SWDB State Workforce Development System Committee.

- **ACTION ITEM:** Motion to Approve Nomination of Jack Hasken.

Kelly Barrick motioned to approve Jack Hasken as Chair of the SWDB State Workforce Development System Committee position and Matthew Nicol seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

#### Agenda item 16. Motion for Nominations for SWDB Policies and Practices Committee Chair

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Chair Iverson presented discussion on the need for nominations to fill the position of a Chair for the SWDB Policies and Practices Committee.

- **ACTION ITEM:** Motion to Approve Nomination of Jessica Dunker.

Alex Severn motioned to approve Jessica Dunker as Chair of the SWDB Policies and Practices Committee position and Jack Hasken seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

## Agenda item 17. Motion for Nominations for SWDB Disability Access Committee Chair

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Chair Iverson presented discussion on the need for nominations to fill the position of a Chair for the SWDB Disability Access Committee.

- **ACTION ITEM:** Motion to Approve Nomination of Emily Wharton.

Daniel Tallon motioned to approve Emily Wharton as Chair of the SWDB Disability Access Committee position and Kelly Barrick seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

## Agenda item 18. Motion for Nominations for SWDB Minority Unemployment and Outreach Committee Chair

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Chair Iverson presented discussion on the need for nominations to fill the position of a Chair for the SWDB Minority Unemployment and Outreach Committee.

- **ACTION ITEM:** Motion to Approve Nomination of Ofeila Rumbo.

Jessica Dunker motioned to approve Ofeila Rumbo as Chair of the SWDB Minority Unemployment and Outreach Committee position and Jack Hasken seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

## Agenda item 19. Motion for Nominations for SWDB Minority Unemployment and Outreach Committee Chair

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Chair Iverson presented discussion on the need for nominations to fill the position of a Chair for the SWDB Minority Unemployment and Outreach Committee.

- **ACTION ITEM:** Motion to Approve Nomination of Rob Denson.

Beth Townsend motioned to approve Rob Denson as Chair of the SWDB Minority Unemployment and Outreach Committee position and Jack Hasken seconded the motion. Members of the Board in attendance voted on the motion by voice vote, which carried unanimously.

## Open Discussions.

- Emily Wharton provides update on Disability Access Committee.
- Daniel Tallon provides comments on local access committees, partners and business leaders. Retain current employees, provide accommodations, and set culture for disability workforce. Get feedback from SWDB on need for local access committees. Reaffirm local disability access committee in every region, provide support and get feedback.

### Next Meeting – Date and Time.

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Chair Iverson reminded the Members of the Board that the next meeting of the Board is scheduled for August 5, 2022, from 11 am to 1 pm, at DMACC Urban Campus in Des Moines. If the date or time of the meeting changes, Members of the Board would be notified by email.

Reminder that new member training is scheduled for June 15, 2022, from 12:00 – 1:00 pm via ZOOM.

Members of the public may confirm the dates and times of the upcoming Board meetings on the Board’s calendar located on the Board’s webpage accessible at:  
<https://www.iowawdb.gov/state-workforce-development-board-home-page>.

### Adjournment.

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Chair Iverson adjourned the meeting of the Board at 1:04 pm.