



**Southwest Iowa Local Workforce Development Board Meeting
Monday, January 23rd at 6:30 pm on Zoom**

Join Zoom Meeting:

<https://us02web.zoom.us/j/87060250050>

Meeting ID: 870 6025 0050

No password

The agenda is as follows:

1. Call to Order
2. Roll Call
3. Minutes of the October
4. January Agenda Approval
5. Business items of the LWDB
 1. Board chair resignation/appointment of new chair
 2. Realignment
 3. Executive Committee Updates
 4. Operations Committee Updates
 5. One Stop Operator Update
 6. Workforce Services Update
 7. Ad-Hoc Feasibility Committee Update
 8. Disability Access Committee Updates (ADA Assessment)
 9. Finance Committee Updates and Restructuring
6. Expenditure Report
7. Partner Report Updates (Title I, Title II, Title III, Title IV),
8. Reports from other representative entities (SWCC-Economic Dev., SIRHA) and Public Comment
9. Establish Next Meeting
10. Adjournment

Southwest Iowa Workforce Development Board Meeting – 10/17/22

Attendees: Jesse Bolinger, Amanda McVann, Ron Fitzgerald, K Achenba, Katrina Fleharty, Jerry Walker, Charla Schmid, Doug Plambeck, William Berning, Michelle McNertney, Sherri Behrendt, Daniel Ray Christensen, Kathy Anderson, C Stephens, Michelle Lents, Wayne Pantini, Darla Helm, Susan Miller, Billie Jo Greenwalt

Agenda:

- Call to Order: Katrina Fleharty-Chair
- Roll Call: Jesse or Amanda
- Minutes of the July meeting (Needs Approval)
- October Agenda
- New Director, Executive Assistant & Board Member Introductions
- Iowa Workforce Development Guests:
 - Michelle McNertney, Wendy Greenman, Kathy Anderson
- Business items of the LWDB
 - Executive Committee Updates
 - Katrina:
 - Has been active over the past 2-3 months for Executive Director role, which has gone to Jesse Bolinger, and the Executive Assistant Role, which has gone to Amanda McVann
 - Jesse:
 - Ongoing discussions:
 - One Stop Operator
 - Consolidating Workforce Boards
 - Operations Committee Updates: Darla Helm, Chair
 - Continues to meet monthly with Core Partners and Business Rep
 - Look at ways to collaborate
 - Have been meeting with JEsse on what the committee is doing
 - Recently introduced to Ashley West for One Stop Operator, who introduced her role and responsibilities
 - Provided timeline for One Stop Operator
 - Conducted an assessment process of the review and have begun to pull together the necessary documentation for the One Stop certification
 - Evaluation team requirements:
 - Minimum of 3 members
 - No co-located core Partners can be a part of it
 - Deadline: September 2023
 - Met to update WinTac integration model
 - 5 areas of collaboration (business engagement, ///, outreach, intake, assessments)
 - How well they are collaborating with partners in each of those areas
 - Integrated into One Stop Operator certification

- One Stop Operator Update: Ashley West
 - NOT PRESENT AT THE MEETING (Ashley)
- Workforce Services Update: Michelle McNertney
- Ad-Hoc Feasibility Committee Update: Wayne Pantini, Chair
 - Michelle, Wayne, and Wendy had initial discussions about pros and cons/next steps while looking at a map of the different regions
 - Would have to get approvals from other county supervisors in those regions
 - Have not met since, but now that Jesse is a part of the team, they will meet sometime in the future
- Disability Access Committee Updates (ADA Assessment)-Sarah Baebler-Hall and Michael Hruska, co-chairs
 - Sarah:
 - Month ago, she shared barriers clients face
 - Lengthy disability accessibility assessment
 - Michael will submit it after editing it
- Finance Committee Updates-Carol Smith, Chair
 - NOT PRESENT AT THE MEETING (Carol)
 - Katrina: Has been meeting monthly
 - Approved Expenditure Report (on page 5 of packet)
 - Jesse:
 - Still getting familiar with financials
- Partner Report Updates (Title I, Title II, Title III, Title IV)
 - Title I
 - Jesse: Dana wasn't able to be here tonight
 - Emailed it to everyone prior to the meeting
 - Major update: Bonnie has resigned from MATURA
 - Title II
 - Darla:
 - SWCC AEL just finished 1st quarter of classes and had over 100+ since January 1st
 - There are now two ESL classes in Red Oak and Creston in the evenings
 - Osceola ESL classes have 25 students and expanded to full capacity
 - Have served over 59 ESL students since July 1st
 - Surpassed Hi-Set enrollment
 - SWCC is working with Iowa Work Staff and cross-training to allow them to identify skill needs in order to refer them to the necessary classes
 - Shared student testimonial: really helped by the program in obtaining her Hi-Set and entering first year at SWCC in nursing
 - Title III
 - William:

- AJC
 - October: national disability employment awareness month
 - October 26th: virtual lunch & learn
 - Highlighting employers who are providing accommodations in the workplace, retention benefits, etc.
 - Zoom meeting at 11:30 AM
 - November: registered apprenticeship month
 - Wagner staff are going to Creston High School to present to students
 - Title IV
 - NOT PRESENT AT MEETING (Sally)
 - Jesse:
 - No updates from Sally thus far
- Reports from other representative entities (SWCC-Economic Dev., SIRHA) and Public Comment
 - Wayne: SWCC-Economic Development update
 - No real updates as he is still fairly new to the positions
 - Meeting with business and industry throughout the region
 - Some job training contacts and other pending projects for incumbent worker training
 - Billie Jo
 - No updates really
 - Trying to get people houses
 - Still making referrals to Workforce Development office
 - Hi-Set classes
 - Goal: get people housed and get them to be self-sufficient
 - Sarah: Department for the Blind
 - Job club in Des Moines that can be started up in Creston as soon as accessible technology becomes available
 - Working with IBRS with a few activities for employment
 - Public comments:
 - N/A
- Establish Next Meeting: January 23, 2023 at 6:30 pm via Zoom
- Adjournment

Action Items:

- Upcoming meetings:
 - January 23, 2023 @ 6:30 PM via Zoom
- Google Form: [LINK](#)

From: Katrina Fleharty kfleharty@imagineia.org 
Subject: Board Chair Resignation
Date: December 14, 2022 at 8:08 AM
To: Jesse Bolinger jesseo@bolinger.org

KF

Jesse,

It is deep regret that I must resign my position as Board Chair for the Southwest Iowa Local Workforce Development Board. Due to my work schedule and my ongoing health issues, I no longer have the availability to give the time needed to this position.

My resignation will become effective January 23rd at the conclusion of the next Southwest Iowa Local Workforce Development Board Meeting.

Thank you.



Katrina L. Fleharty
Representative Payee Associate Director

Phone 712.581.0301 x2009
Fax 641.322.3650
Email kfleharty@imagineia.org
Mail 2246 Loomis Avenue | Corning, Iowa 50841

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January 6, 2023

Katrina Fleharty
SWIWDB Chair
2246 Loomis Avenue
Corning, IA 50840

Dear Katrina,

SPPG has been proud to support the workforce efforts in Southwest Iowa by serving in the role of the One Stop Operator (OSO). With the immediate and unprofessional departure of Ashley West, SPPG is no longer able to provide high quality service as the One Stop Operator. I am disappointed that we are unable to complete the contract and I apologize for any disruption of service and impact this has had on the Board and the regions' ability to employ more Iowans.

This letter is to notify the Southwest Iowa Workforce Development Board that we have elected to terminate our contract. We are hereby giving the required 90 day notice. SPPG is amenable to an earlier contract termination date as there are particular OSO monthly deliverables that we will be unable to fulfill. SPPG recommends termination no later than January 31, 2023.

The key elements of the transition include:

- Daily referral system transitioned to the regional POC
- Notes, minutes and most up to date status of certification process
- Access to all emails, email lists and other information used by Ashley West in her role as OSO
- Additional information as requested

I am deeply committed to supporting this transition and doing so in a cost-effective way. Please confirm the receipt of this letter as termination of our contract. Please feel free to reach out by email at jackie@sppg.com or phone (515) 314-9807.

Sincerely,

Jackie Norris
President

CC: Rob Lundquist, Southern Iowa RC&D

