



## Southwest Iowa Local Workforce Development Board Youth Standing Committee Meeting

Tuesday, February 21 at 11 am – Zoom

### The agenda is as follows:

- 1) Call to order
- 2) Approval of agenda
- 3) Approval of previous meeting minutes
- 4) Discussion of WIOA requirements
  - a. (Please review [eCFR :: 20 CFR Part 681 -- Youth Activities Under Title I of the Workforce Innovation and Opportunity Act](#))
- 5) Discussion of board members to serve on committee
- 6) Discussion regarding committee direction
- 7) Discussion regarding committee chair
- 8) Establish next meeting
- 9) Adjournment

Jesse Bolinger is inviting you to a scheduled Zoom meeting.

Topic: SWIAWDB Youth Committee

Time: Feb 21, 2023 11:00 AM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86740873631?pwd=cm8wZWJYUDMvWEk4NlVmb2MwSm8wQT09>

Meeting ID: 867 4087 3631

Passcode: 499741

One tap mobile

+13052241968,,86740873631#,,,,\*499741# US

+13092053325,,86740873631#,,,,\*499741# US

Dial by your location

+1 305 224 1968 US

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 436 2866 US (New York)  
+1 301 715 8592 US (Washington DC)  
+1 564 217 2000 US  
+1 669 444 9171 US  
+1 669 900 6833 US (San Jose)  
+1 689 278 1000 US  
+1 719 359 4580 US  
+1 253 205 0468 US  
+1 253 215 8782 US (Tacoma)  
+1 346 248 7799 US (Houston)  
+1 360 209 5623 US  
+1 386 347 5053 US  
+1 507 473 4847 US

Meeting ID: 867 4087 3631

Passcode: 499741

Find your local number: <https://us02web.zoom.us/j/86740873631>

# Southwest Iowa Local Workforce Development Board Youth Standing Committee Meeting Minutes

Friday, January 27 at 11 am- Zoom

Attendees: Jesse Bolinger, Ronald Fitzgerald, Ann Schlapia, Mindy Stalker, Barb Sampson, Amy Stevens, Chloe Keefe

## The agenda is as follows:

- 1) Call to order: Jesse Bolinger
- 2) Approval of agenda
  - a. Motion: with the addition of the appointment of a chairperson: SO MOVED
- 3) Approval of previous minutes (no minutes available)
  - a. Jesse: We don't have them and they are not in my files; what happened at the last meeting's minutes?
    - i. Ann: we had a shared Google file that had the minutes in it
      1. Jesse: Who hosts that shared Drive? Michelle?
      2. Ann: I had it before Michelle did; I have meeting minutes from 2020 & 2021
      3. Jesse: Can I have them? (Ann: sure) I'll review them after you send them, and I will get minutes from previous meeting as well as from today by our next meeting so we can approve both sets
- 4) NEW: Appoint a new chairperson
  - a. Jesse: Do we have any volunteers?
    - i. Mindy: I will passing this committee over to Chloe; our role was to provide support for our website, which falls under Chloe's role - but I wouldn't volunteer her because this is all new to her as well; we can provide updates but cannot serve as chairperson at this time
  - b. Ronald: this was the first meeting that i've ever attended, so I'm new to this, too
  - c. Mindy: there hasn't been any consistency with this and so it might be hard to have a chair; I'm not sure if there's a strong direction with this committee - is Jasela still on this committee?
    - i. Jesse: I was concerned about that, too, but i want to build out that consistency because every committee has a chairperson; I have Jasela is still on this committee but I haven't heard from her; we might have a restructure as well; I wanted to
  - d. Barb: our new hire, Amy, is sitting beside me and is attending the meeting, too
  - e. Jesse: let's move without a chair and revisit this in our next meeting; let's introduce Amy
    - i. Amy: I'm the new employment specialist with MATURA and I've been in Creston, IA for almost 3 months now
- 5) Youth program updates
  - a. Barb: we have been reaching out to the schools and doing outreach; we are scheduled in Orient and Macksburg in East Union to meet with the students and introduce them to our programs/activities and ways we can help them; we've increased our enrollment - we have 5 enrollments that are active; we have a new work experience provider that we're meeting with in Rose Hill this week; we're

progressing in the right direction and getting a lot of outreach do, especially with our new fliers and informational packets

- i. Jesse: glad to hear you have an East Union connection as well; I also got put into contact with another East Union connection for you all
- b. Jesse: Ann what is your role with Southwestern and how are you fitting in with this committee?
  - i. Ann: Southwestern is my fiscal agent and I'm through a grant with Iowa Intermediary Network (which was established through legislation to provide high-quality work-based learning opportunities for students across Iowa, especially my region 14) and Iowa Dept. of Education, which was transferred to IWFD and my contract ends in June

## 6) Committee activities

- a. Jesse: How often should we meet? Why did the committee quit meeting?
  - i. Ann: I was appointed to be a part of the regional (now local) WFDB, so I was still asked to contribute to this youth standing committee and the goal was to meet quarterly, but there was no direction on what it was meeting about; the transition from regional to local WFDB was under Michelle from 2020-2021; I've been a chair, Kim Bishop has been a chair, and then Michelle took over
  - ii. Jesse: there is restructuring going on with the WFB; we did have realignment discussions but that will not be happening for us, so we are pursuing other options and will affect a few things, but we still need to have the committee; I will reach out to a couple of other Directors and see what their committees are working with
  - iii. Jesse: What would be helpful to you all from the committee (MATURA, Southwestern)?
    - 1. Ann: to talk more about what our individual programs do that specifically targeting youth; to share broader knowledge across the region of available services
  - iv. Jesse: I'd like to establish another meeting - quarterly is fine; what works for everyone? Late February/early March?
    - 1. Ann: we always met before our local WFB meeting so we can have a report out to the larger group
      - a. Jesse: Well, our Board just met and our next meeting will be to talk about some new policies, but I have no problem meeting before then; the next Board meeting is February 27th, so would it be possible to meet on the 20th at 11am?
        - i. Chloe, Amy, Barb: that works for us
        - ii. Mindy, Ann: it's President's Day
      - b. The 21st at 11am?
        - i. Barb, Amy, Ronald, Chloe: works for us

## 7) Adjournment

- a. SO MOVED

Action Items:

- ~~Ann will send Jesse an invite to the shared Google Drive folder from previous minutes from 2020 & 2021~~
- Jesse will send out meeting minutes from previous May 2022 meeting as well as today's meeting
- Jesse will send out contact information for additional East Union connection
- Jesse will reach out and discuss with other groups, and then circle back with that information
- Jesse will get the Zoom for the next meeting