

Executive Committee Meeting
 Tuesday, July 18, 2023 – 7:30 a.m. to 8:30 a.m.



Minutes

Agenda Item	Person Responsible	Status
Call to Order <ul style="list-style-type: none"> • Welcome and Check-In Consent Agenda <ul style="list-style-type: none"> • Approve 7/18/23 Agenda • Approve 6/20/23 Minutes 	T. Waldmann-Williams (Chair)	I/D/A
<p><i>Meeting called to order at 7:36 am by Amy Landas.</i></p> <p><i>Attendance: Paula Martinez, Amy Landas, Stacy Sime, Eric Kress. T. Waldmann-Williams joined at 8:00 am.</i></p> <p><i>Marcanne Lynch motioned for approval of the 7/18/23 agenda. Stacy Sime seconded. Ayes: All</i></p> <p><i>Paula Martinez motioned for approval of the 6/20/23 minutes. Marcanne Lynch seconded. Ayes: All</i></p>		
Reports <ul style="list-style-type: none"> • Executive Director Report 	Eric Kress	I/D
Issues and Discussion <ul style="list-style-type: none"> • August Board Meeting Preparation <ul style="list-style-type: none"> Strategic Consultant Close Out – Final Payment Ticket to Work Status Update Board Member Orientation Plan PY23 Budget One Stop Operator Contract Board Officers • Crisis Communication Follow Up • Board Member Orientation Plan 	Eric Kress T. Waldmann-Williams Stacy Sime Eric Kress	I/D I/D I/D
<ul style="list-style-type: none"> • <i>The final project should be delivered by Focus First and MJ Dolan later this week. It was recommended that the full board votes to approve the final payment at the 8/10/23 meeting.</i> • <i>Directions were given for a one-page recommendation to be created to present to the board for future Ticket to Work administration.</i> • <i>The PY23 board budget will be reviewed by the Finance Committee at its next meeting to prepare for Full Board approval. A draft of a budget presentation was provided to the committee members.</i> • <i>One Stop Operator contract is with legal counsel for contract development.</i> • <i>Secretary and Vice Chair roles will be voted on at the 8/10/23 meeting. Current nominees are Paul Martinez (Secretary) Amy Landas (Vice Chair)</i> • <i>Members should review the Crisis Communication proposal. No board action should be needed.</i> • <i>Board Orientation will be scheduled for late August/early September and be delivered in person at the IowaWorks Job Center.</i> 		
Wrap Up and Adjourn	T. Waldmann-Williams	I/D/A
<p><i>T. Waldmann-Williams adjourned the meeting at 8:41 am.</i></p>		