

Central Iowa Workforce Development Board
QUARTERLY BOARD MEETING

Thursday, November 9, 2023 – 8:00 a.m. to 10:00 a.m.
IowaWorks Center, 200 Army Post Road, Des Moines

Zoom offered

AGENDA/MINUTES

Agenda Item	Person Responsible	Status
Welcome and Call to Order	Michelle Seibert	I
<p>Michelle Seibert called the meeting to order at 8:02 a.m.</p> <p>Attendance:</p> <ul style="list-style-type: none"> • Board Members: William Berning, Kathleen Davis, Tom Hayes, Amy Landas, Jeremy Lindquist, Paula Martinez, Abigail Miller, Lana Pol, Michelle Seibert, Jenae Sikkink, Eric Sundermeyer. CEO Board Members: Steve Van Oort, Doug Cupples. • Staff and Service Providers: Eric Kress, Cheryl Johnson, Heather Brooks, Sara Bath, Paul LaMunyon, Reginald McDade, Tony Reed. • Others: Sara (IRC), Cherisa Price-Wells. 		
<p>Consent Agenda</p> <ol style="list-style-type: none"> 1. Full Board Meetings <ol style="list-style-type: none"> a. 11/9/23 - Agenda b. 8/10/23 - Minutes 2. Executive Committee <ol style="list-style-type: none"> a. 7/18/23 - Approved Minutes b. 9/26/23 - Approved Minutes 3. Finance Committee <ol style="list-style-type: none"> a. 8/3/23 - Approved Minutes b. 9/21/23 - Approved Minutes 4. Planning and Operations Committee <ol style="list-style-type: none"> a. 7/28/23 - Approved Minutes 5. Youth Committee <ol style="list-style-type: none"> a. 7/20/23 - Approved Minutes 6. Disability Access Committee <ol style="list-style-type: none"> a. 7/31/23 - Approved Minutes b. 9/25/23 - Approved Minutes 7. WIOA Performance Metrics - 4th Quarter 8. September Financial Report(s) <ol style="list-style-type: none"> a. September program b. September administration 	Michelle Seibert	I/D/A
<p>Paula Martinez motioned for approval of the consent agenda. Jenae Sikkink seconded. Ayes: All.</p>		

- Lana Pol motioned to accept the Local Financial Monitoring response from Children and Families of Iowa. Paula Martinez seconded. Ayes: All.
- Paula Martinez motioned to approve the recommendation of awarding the One Stop Certification "Provisional Certification" status to the IowaWorks Des Moines office. William Berning seconded. Ayes: All.
- Paula Martinez motioned to approve the revisions to Support Services policy for Dependent Care and Transportation assistance as presented. Tom Hayes seconded. Ayes: All.
- Lana Pol motioned to approve the Finance Committee's selections of RFQ's for legal services to Belin McCormick and financial services to Thomas Diehl, CPA. Paula Martinez seconded. Ayes: All.
- Tom Hayes motioned for approval of the RFP Team composition structure for Service Provider procurement, and for the Executive Committee to appoint specific individuals to that composition on behalf of the board. Jenae Sikkink seconded. Ayes: All.
- Jeremy Landquist voted to allow the Executive committee to approve expenses between \$10,000 and \$50,000 on behalf of the full board from now through January 2024. Paula Martinez seconded. Ayes: All.

<p>Executive Director Performance Appraisal</p> <ol style="list-style-type: none"> 1. Closed Session 2. Approval 	<p>Stacy Sime</p>	<p>I/D/A</p>
<ul style="list-style-type: none"> • Paula Martinez called the board into closed session. Jenae Sikkink seconded. • Paula Martinez motioned to accept the Executive Director performance appraisal as presented. Lana Pol seconded. Ayes All • Paula Martinez motioned to approve a recommendation of a 6% raise to Executive Director, Eric Kress, retroactive to October 1, 2023. Kathleen Davis seconded. Ayes: All. 		
<p>Adjournment</p>	<p>Michelle Seibert</p>	<p>I/D/A</p>
<p>Paula Martinez motioned for adjournment. Jenae Sikkink seconded. Ayes: All. Meeting adjourned at 9:52 am.</p>		